

CHARLEMONT BROADBAND COMMITTEE

ATTENDING: Bob Handsaker, Valentine Reid, Mary Ellen Banks, Cheryl Handsaker

MISSING: Trevor Mackie, Doug White, and Ken Hall

1. Approve Minutes and Meeting Notes from 3/15/2021

- a. **ACTION TAKEN:** Cheryl=yes, Bob=yes, Valentine - yes, Mary Ellen - yes

2. Status of Make-Ready

- a. West Hawley Road residence
 - i. We are awaiting a decision on whether WGE will offer a complete solution.
- b. Thunder Mountain Lane residence
 - i. Awaiting make-ready for drop; does not impact distribution network
- c. Hawk Hill Rd
 - i. No update
- d. Town Hall Exterior
 - i. No update
- e. Town Hall Generator
 - i. No update
- f. Warner Hill Rd.
 - i. No update

3. Distribution Network

- a. Status and next actions
 - i. Triwire is nearing completion on FSA01. As of last week, no definite decision on what will be next. WGE is recommending they do the easement heading into FSA05 to get the fiber spool off the side of the road.
 - ii. Dave Poplawski said we might have splice crews in town within 2-3 weeks. They are finishing up 39 "cases" in Chesterfield, 12 in Heath. Triwire has brought on sub-contractors in Chesterfield.
- b. Shunpike tree trimming
 - i. Triwire has asked if we could do some tree trimming right next to the river crossing (behind Hawks cemetery). The land is apparently owned by MassDOT. Bob visited the site. Looks like the issue is three pines growing under the wires through the wires that have been lopped off repeatedly.
- c. South River Rd MDU
 - i. We are awaiting a full cost estimate from WGE / Triwire. Portions of the estimate are in, but WGE wants to do a site visit to determine the cost of the drops and interior work. Bob gave WGE contact information for the condo owner. The five owners of the six units all reportedly want to take service.

2. Hub Electronics

- a. Status and next actions
 - i. Next action is to determine the timing of installation and MBI connection with WGE.

4. Drops

- a. ConCom update

- i. Hearing is scheduled for April 7 at 6:30pm. WGE has been notified and Caitrin Ferriter and Chris LaVertu will attend.
 - b. Schedule for underground consultations
 - i. No update
 - c. Review of WG&E list where Assessors data is different from the design (Kolek list)
 - i. Bob did FSA01, we need to finish other FSAs (about half are in other FSAs)
 - d. Warfield Rd residence
 - i. Bob visited the site and determined which pole has the riser for the underground utilities. Sent information and photo to WGE. WGE will visit on Wednesday to measure underground drop length.
 - e. Center Heath Road residence
 - i. Bob spoke with owner and has contacted Heath and WGE
 - ii. Needs E-911 house number and owner would like to get one
- 5. Commercial Pricing**
- a. Update on Business List for commercial pricing
 - i. Reach out to Berkshire East.
 - ii. Val will prepare a framework for understanding business needs
- 6. Subscription Campaign**
- a. Volunteer Coordination / Outreach
 - b. Subscription Update
 - c. Marketing
 - i. Status and next actions
 - d. Information Session review
 - e. CRM System Changes
 - i. Bob has list of changes from Kolek list - will send to Cheryl
- 7. Project Finance Update**
- a. Met with Unibank. Planning to issue state house note for \$1M in late April / early May (settlement on May 12) timed to mature same day as the prior note (Nov 10).
- 8. Project Schedule Update**
- a. No update. We still appear to be on schedule for July service in FSA01.
- 9. Communication Notes**
- a. Mary Ellen has written a TV post based on the free services.
- 10. Any other business not reasonably foreseen 48 hours in advance of meeting**