

CHARLEMONT BROADBAND COMMITTEE

ATTENDING: Bob Handsaker, Valentine Reid, Mary Ellen Banks, Cheryl Handsaker, Trevor Mackie, Doug White

MISSING: Ken Hall

1. Approve Minutes and Meeting Notes from 3/29/2021

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

2. Status of Make-Ready

- a. West Hawley Road residence
 - i. No update.
 1. Trevor will contact N. Grid
 2. WG&E suggesting new pole, next steps here?
- b. Thunder Mountain Lane residence
 - i. Application has been acknowledged. VZ is scheduling site visit.
- c. Town Hall Exterior
 - i. No update.
- d. Town Hall Generator
 - i. No update
- e. Hawk Hill Rd
 - i. No update.
- f. Warner Hill Rd.
 - i. Stickers are up! Heath Stage Terrace scheduled for tomorrow.

3. Distribution Network

- a. Strand mostly complete in FSA 05, FSA 04 in progress.
- b. Access permits have been applied for for ShunPike and Rt 2 work
 - i. Tree trimming and access permit have been requested
 - ii. Ben Niles will be reviewing on April 10 to give an estimate.
 - iii. Make ready for distribution network.
- c. FSA02 has largest number of sign ups. Accelerate lighting up?

4. Hub Electronics

- a. No update
- b. WG&E will look to see if it is feasible to use a temporary connection to MBI to get the electronics

5. Drops

- a. ConCom update
 - i. Hearing on Wednesday April 7
- b. Schedule for underground consultations
 - i. Chris L: Problem to schedule too early due to weather conditions, so planning to start in early May. There are some installs ahead of us in other towns, but Chris L believes they have capacity to do all underground installs in Charlemont in 4 weeks.
- c. Review the Assessors list where it is different from the design
 - i. Bob finished this and met with Tom Kolek. It would still be good to reach John Dunphy to make sure things are all set with Heath Stage Apartments.

- d. South River Rd condos
 - i. WGE has updated the cost of the exterior construction. They are scheduling a site visit with the owners to estimate the interior cost. Bob had a phone call with Frank Carroll and told him there would likely be an out-of-pocket cost.

6. Commercial Pricing

- a. Bob did not manage to reach out to John Leary

7. Subscription Campaign

- a. Action items for subscribers
 - i. underground customers
 - 1. Consider postal mail
 - 2. Consider a calling campaign
 - 3. Need to craft message / script about dates
 - ii. landlord/ tenants
 - 1. Consider a calling campaign?
 - 2. Next step could be to write a script
- b. Volunteer Coordination / Outreach
- c. Subscription Update
- d. Marketing

8. Project Finance Update

9. Project Schedule Update

- a. Conversation about managing to the bottom line rather than the paper schedule. Try to bring in what is possible for everyone's bottom line.

10. Communication Notes

11. Any other business not reasonably foreseen 48 hours in advance of meeting

Adjourned at 7 PM