

CHARLEMONT BROADBAND COMMITTEE PUBLIC MEETING NOTICE

Monday, Jun 1, 2021 at 6:00 pm

ATTENDING: Bob Handsaker, Mary Ellen Banks, Valentine Reid, Doug White, and Cheryl Handsaker, Trevor Mackie (joined late).

MISSING: Ken Hall

1. Approve Meeting Notes from 5/24/2021

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

2. Status of Make-Ready

- a. West Hawley Road residence
 - i. WG&E did a site visit and are unclear whether they can support the proposed solution. Proposed the equipment be on the pole closest to the river for space.
- b. Town Hall Exterior
 - i. Selectboard to sign-off on the work.
- c. Town Hall Generator
 - i. No update.
- d. Hawk Hill Rd
 - i. No update.
- e. Pole replacements Shunpike
 - i. No update.

3. Distribution Network

- a. General Update
 - i. FSA 05 held up by make-ready. WG&E will be checking on the status this week.
 - ii. TriWire moving to FSA 04.
 - iii. Pole replacements due to traffic calming are in discussion
- b. Insurance update
 - i. Discussion of the co-insurance - can we ask Kathy Reynolds and the Select Board will review.
 - ii. Perhaps get this on the Select Board agenda to determine process and provide this in advance.
 - iii. Bob will call to follow up on open questions

2. Hub Electronics

- a. Equipment is in place.
- b. Hub Tour 8:30 Friday AM
 - i. Keys will be ready for this event
 - ii. Air conditioner was repaired and seems to be working well.
- c. Monitoring in the hub - real-time environmental monitoring

- i. See if it's ready to go by the end of the month. If not, consider a plan B.
- ii. Discussion of the best temperature setting for the network room

4. Drops

- a. Schedule for underground consultations
 - i. FSA 01, FSA 05, FSA 04 are being scheduled
- b. Process for underground installations
 - i. Reviewed letters for underground; Bob OK to send
- c. MDUs (South River Rd condos, Heath Stage Apartments, 122 Main, Woodland Park)
 - i. No update
- d. Schedule for all FSA 01 installations
 - i. Looking like July after all

5. Commercial Pricing

- a. Val sent proposal for review.
- b. Discussed broad agreement on the outline of Val's proposal

6. Subscription Campaign

- a. Subscription Update
- b. Outreach update & next actions
 - i. ATM prep
 - 1. One page status update
 - 2. Budget update
 - 3. EBB / LifeLine documents
- c. Data Privacy

7. Project Schedule Update

- a. On schedule

8. Project Finance Update

- a. On budget

9. Planning for time away

- a. Trevor is planning to be on the calls during Bob's time away. Val can be a backup.

Meeting adjourned, 7:25 PM