

CHARLEMONT BROADBAND COMMITTEE

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

1. Approve Meeting Notes from 4/27/2022

- a. ACTION TAKEN: Motion by Doug, seconded by Ken.
 - i. Bob - yes, Mary Ellen - yes, Val- yes, Doug - yes, Ken - yes, Trevor-yes, Cheryl- yes

2. Status of Make-Ready

- a. True-up update
 - i. True up funds have been received!
 - ii. Expecting an additional \$250000+26K of state money expected.
- b. West Hawley Road residence
 - i. No update.

3. Distribution Network

- a. Construction Update
 - i. Small number of construction holds remain. ITG will have crews in town to complete the outstanding network construction holds.
 - ii. Pole transfer near Zoar Outdoor has this come through the town. All should go through the NJUNS process.
 - iii. Tower Road bridge construction is wrapping up. Utilities are being relocated. Do we have a relocation agreement.
 - iv. Inspection of the final solution?
 - 1. WCF as owner's project manager is checking on the inspection
 - 2. As-built for paper and electronic documentation for the network.
 - v. Second gig of backhaul added this week
- b. Resiliency Update
 - i. Bob will send the cost-sharing agreement that has been hammered out with the Northern Ring
 - ii. Bob will send the mapping from the minimum requirements for the deliverables for the Northern Ring.
- c. Hub Monitoring/ Emergency Response Update
 - i. Val dropped information off for the Emergency Management Director but no one was available
 - ii. Power outage on Sunday
 - 1. We are unsure if the generator kicked on on Sunday.
 - 2. Current generator monitoring is going over to the EMD's phone, which needs to be corrected.
 - iii. Val should connect with Sarah to review existing protocols
 - iv. Cooling in the winter was higher than expected. Lower in the spring. Consider going after a green energy grant for improving energy use.
 - v. Cameras and alarm - Consider a more feature-rich monitoring solution.

4. Drops

- a. Closing in on 500 subscribers!!
- b. 60 South River Rd
 - i. Costs are being gathered
 - ii. Communication with property owner will be managed by WCF
 - iii. New path is being proposed and staked for review
 - iv. Written agreement will be required to move forward
- c. Zoar Rd address
 - i. Second apartment was not connected. Splicing and testing will be completed this week.
- d. Cold drop pricing sheet has been prepared
 - i. Consultations will be needed for cold drop undergrounds.
 - ii. Refund for underground overpayments over the subsidy
- e. Add a vegetation clearance clause to the Drop Policy?
 - i. This would be a great idea. Negligent behavior on behalf of the homeowner will cause the town not to cover any maintenance.
 - ii. Consider a clarifying update to the drop policy to clarify customer responsibilities and also remove the language related to the subsidy when it closes.
 - iii. Amend the drop policy to add the August 31 deadline for subsidies.

5. Commercial Pricing

- a. Consider monitoring specific ports.
- b. Top ten 'talker ports' as part of the SolarWinds report
- c. Monitor ports for commercial customers who are not signing up for redistribute.
- d. Reach out to new Large Business subscriber

6. Subscription Campaign

- a. [Subscription Update](#)

7. Town Meeting Prep

- a. Reviewed the 'State of Broadband' document.
- b. Bob will confirmed the August 31st date.
- c. ACP information will be presented
- d. Cheryl will reach out to Lisa Stowe for a fall/ preparation for mailing

Next meeting, May 25 @ 6:30

Meeting adjourned 8:15 PM