

CHARLEMONT BROADBAND COMMITTEE

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

1. Approve Minutes from 10/19/2020

- a. **ACTION TAKEN:** Trevor - yes, Cheryl-yes, Bob-yes, Doug - yes, Valentine - yes, Mary Ellen - yes, Ken- missing during the vote.

2. Status of Make-Ready

- a. General
 - i. Updated status tracking - 13 are shown as completed.
 - ii. Tower Rd - two poles are inaccessible. Gordon Hathaway moved the jersey barriers and this should be good to go.
 - iii. Traffic Calming - make-ready appears to be stalled waiting on the construction. We have encouraged the state to step in to move things forward. Crews have been spotted in the area.
 1. Bob will contact Mark Page and request a status meeting. Bob will copy a Select Board member to see if they can weigh in to accelerate the process.
- b. Long Bridge -> Railroad crossings
 - i. TriWire has been in contact with PanAm. Signed contracts and insurance information is in the works.
 - ii. Perhaps the tracks are quiet at this time.
 - iii. Bob will get a status update and cheer them on.
- c. Tower Road
 - i. Niles Tree Service was working today. Trevor was able to inspect this work and it looks good. Expect to be complete by the end of Wednesday but is planned to go through Thursday as a buffer.
- d. West Hawley Road residence
 - i. No update.
- e. Town Hall Exterior
 - i. No update.
 - ii. Doug will follow up with Danek Construction on a timeline.
- f. Town Hall Generator
 - i. No update.
 - ii. Add to the Select Board agenda to ask about this work inside the equipment room
- g. Hawk Hill Rd
 - i. National Grid is pessimistic about getting this complete in Fall. May need to wait until Spring.
 - ii. Bob will follow up with Brian to get a status update.

- iii. We think the meeting with the tree warden has been complete, Trevor will follow up.
- h. Warner Hill Rd.
 - i. All easements are back and signed by abutters.
 - ii. Burke Electric is planning to be on-site tomorrow.
 - 1. Trevor will check in on these folks tomorrow if they are on-site.
 - iii. Danek Construction has confirmed that the partial reel is sufficient to complete the work. Hoping this will be complete this week.
 - iv. Highway Superintendent has said he feels the work is going well.
 - v. Check in regarding culverts
 - vi. Bob will request the pictures of the work to date.

3. ISP Contact

- a. Update on contract and amendment draft
 - i. Bob will check in on this with Town Counsel

4. Drops

- a. Update on one-page document
 - i. Val and Cheryl met to identify the important info
 - ii. Val is working on this with the goal is to have this published by the information session.
- b. Material storage
 - i. No need yet.
 - ii. Material recommendation - if people are running their own conduit they should be using the tracer wire.

5. Presubscription Prep

- a. Sign the contract!

6. Project Finance Update

- a. 2021 budget update
 - i. On track for 11/10 state house notes borrowing.
 - ii. Bob will ask Amy about bank account for the proceeds from the notes.
 - iii. Town counsel affirmed our recommendation to keep the MLP active and Enterprise is only an accounting mechanism.
- b. Status of additional funding sources
 - i. Non-governmental sources
 - 1. No update.
 - ii. CARES MP
 - 1. Identified broadband project cannot be reimbursed and will not be pursued.
 - iii. CARES Act Funding
 - 1. Will be filed this week.
 - iv. RBDG Grant

1. Full BOM or 75% BOM. IGA was approved with the 75% BOM.
2. Reviewed this with WG&E. If you build for 100% the installation and inspection makes operations simpler and a higher cost for the items.

7. Project Schedule Update

- a. Getting the NO / ISP Agreement signed is long pole

8. Communication Notes

- a. Update - State of the Broadband document - basic overview and following along available for the information session. One catch up document?
- b. Draft will be available a week before information

9. Mohawk Trail Forest was discussed

- a. Both construction and operations costs need to be covered.

10. Equipment

- a. Trevor reached out WG&E regarding EOL of core equipment.

11. Broadband Access Funding

- a. Additional funding available to broadband. Should we reach out to Bill Ennen to see if this is new money.
- b. \$9M for more hotspots? New money for this - how is it distributed?

Next meeting, Monday, Nov 2 @ 6PM

Meeting adjourned 7:49pm