





# Four Towns Broadband Committee Meeting Minutes

			
<b>Florida, MA</b>	<b>Hawley, MA</b>	<b>Monroe, MA</b>	<b>Savoy, MA</b>

## FHMS Four Towns Broadband Committee Meeting Minutes

A combined in-person and teleconference meeting of the FHMS Four Towns Broadband Committee took place on Thursday, December 3, 2020 at 4:30 pm at the Florida, MA Town Hall. (Note: This meeting was recorded.)

### **MEETING MINUTES -- DRAFT**

**In Attendance:**\* \*\*

- Hawley: Lark Thwing\* (via remote) & Rick Kean (via remote)
- Florida: Christine Dobbert\*
- Monroe: David Gagne\* (absent)
- Savoy: John Tynan\* (via remote)
- DesignNine: Jack Maytum (via remote)
- WiValley: Brian Foucher (via remote)
- Otelco: Trevor Jones (via remote)
- Interisle: Steve Harris & Fred Goldstein (via remote)

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\*Voting Members

Additional Teleconference Participants:

Cindy Bosley, Florida	Melanie Glynn, Savoy	Sarah Satterthwaite
Ronna Brandt	Jason Burdick	Eric LeClair, Florida

Note: there may have been other callers who did not identify themselves.

- **Quorum, Call to Order**

Four Towns Committee Chairman Lark Thwing declared a quorum and called the meeting to order at 4:34 pm.

- **Review and approve minutes from October 29**

The committee members present voted unanimously to accept the Minutes of the October 29 committee meeting.

- **Report from Brian Foucher on:**

- Status of MBI payments to WiValley for Phase 2.

Brian said that payment has been received; and Phase II is now “all set.”

- Status of utility connections of all upright poles.

Brian indicated that three poles remain to be connected:

- Hawley Town Hall-Phase 4;
- East Hawley Road east of Town Center-Phase 4;
- Florida South County Road-Phase 4;
- East Hawley Road(Sisum)-Phase 3

- Status of implementation of CBRS.

Brian said that the first shipment of CBRS equipment is arriving December 15. Will connect customers after the first of the year.

- Status of Phase 3 and expected completion.

Brian reported that Phase 3 will be fully working and built out next week and that WiValley will then submit reports to MBI after 50 customers are connected.

- Status of Phase 1A, Borden Mountain (that connects a LOT of customers).

Brian reports that Lark is helping to prepare the application which they hope to submit by December 31. Allowing 50 days for the approval process, Brian expects to begin service next spring.

- Status of Phase 4 and expected completion.

Brian said that he expects to plant the remaining four poles next week, assuming success of the hearing for the remaining two poles in Savoy. The needed Equipment is expected to arrive by December 15, allowing for completion by the end of December.

The four poles are: SAV-MHA and SAV-MHD in Savoy, HAW-PLF and HAW-LAW in Hawley.

- Status of the Lawless site.

Brian expects to plant the pole in December. No utility connections are required, as the site is already electrified.

- Status of Heath pole (serves northeast Hawley-Dodge Corner).

Brian indicated that the necessary pole was removed from Phase 4 – and is now dependent on the timing of the hoped-for Heath approval.

- Updated Critical Path chart - will we finish infrastructure by year end?

Brian expects to be able to update the chart next week following the Savoy pole hearing.

- Update on accidents, COVID effects, staffing in general and inventory levels for forward progress.

Brian said staffing is a challenge but is still sufficient to meet the targets.

- **Thursday conference calls with WiValley, MBI, Design 9 and Lark Thwing**

- Lark said that the calls are continuing, with ongoing emphasis on adding new customers to the network.

- **State sponsored hotspots extended till 6/30/21.**

- Lark indicated that the Savoy town office hotspot will be moved to the Savoy Rec building once it receives power.

- **Efforts to connect households with school age children**

- This item was not discussed.

- **Design Nine contract extension.**

Lark explained we have asked for an extension till June 30, 2021. because as we complete the infrastructure and add more customers they will be more involved in validating the system overall.

### **Comments/feedback/questions from customers.**

- John Tynan reported that the Savoy Highway Dept is happy with its service.

- Communications with Otelco are still challenging, with slow response from tech support, including a ticket that was cancelled without notifying the customer or resolving the issue. Trevor Jones reported that they have a shortage of tech support staff, but have made offers to three candidates.
- Brian and Fred Goldstein addressed particular customer issues with Melanie Glynn, Cindy Bosley, Sarah Satterthwaite and two others.
  - Cindy: Does anyone know anything about interference from another system (coming off of Mount Greylock, perhaps?), and the status of the two poles in Florida that have not yet been fully installed.
  - Melanie: Ongoing random signal drops (even when all other indicators, including speed, are fine).
  - Sarah: Best placement of a system yet to be installed – this will be addressed onsite.
  - Question about location of State-sponsored hotspot in Savoy – it's at the Town Hall now; but will be moved to the "Rec." Building
  - One other discussion about individual pole and antenna placement.

- **Any other business not anticipated.**

- There was none.

- **Set the next meeting date**

- Lark set for the next meeting for Thursday, January 7, at 4:30 PM.

### **Adjournment**

Lark and the voting members present adjourned the meeting at 5:17 pm.

Respectfully Submitted,



Steve Harris



Rick Kean

12/18/2020