

BROADBAND STUDY COMMITTEE  
TUESDAY, November 5, 2019 – 7:00P.M.

**Present:** Chairman, Sean Powers, Bob Espindola, and Suzanne Dwyer

**Absent:** Jay Simmons, John Methia, John Seed

Cable Director, Derek Frates was also in attendance.

Chairperson, Sean Powers advised that they do have an official quorum for this meeting.

**Review Minutes of Prior Meetings:**

Mr. Espindola motioned to approve the minutes from May 28, 2019. Chairman Powers seconded the motion. Vote was unanimous. Mr. Espindola noted that the meeting on July 23, 2019 was an informational meeting. Mr. Frates advised he was not at that meeting therefore he cannot vote on its approval. The July minutes will be tabled until the next meeting where there is a quorum that can vote. Mr. Espindola then made a motion to approve the September 17, 2019 minutes that were also informational. Chairman Powers seconded. Motion approved unanimously.

**Discuss the Last Mile Broadband Feasibility Studies:**

Mr. Espindola updated that they have received 3 proposals. The companies are ACD-Telecom, Entrypoint Networks, and Magelian Advisors. There are copies of the proposals for all board members to take and review. Board members not in attendance will have them emailed to them for review.

The RFP lists 6 criteria that will be weighted on. Upon review, each board member will then score the proposals on each of the 6 criteria. The proposal with the highest total will be the one chosen. This is done without the pricing available for review. If they rank close in totals, Mr Rees, as procurement officer, will then choose the proposal with the least cost.

The next meeting will be set for Tuesday, November 26<sup>th</sup> at 7:00 pm.

The RFP reviews will be due in from committee members on Friday, November 22<sup>nd</sup> at 4:30 pm.

Mr. Frates will email the committee members the review sheets with instructions.

**Propose an Article for Town Meeting:**

Mr. Espindola explained that Article #9 was talked about at the last selectman's meeting. Mr. Rees reviewed the proposal costs. The highest bid was for roughly \$65,000.00. Mr. Rees believes it is acceptable to ask Town Meeting to approve that figure. Mr. Espindola also explained that the Finance Committee is meeting Thursday, November 7<sup>th</sup> and will likely vote on the article as well. Town Meeting members will get documentation stating what the Selectman's recommendation is as well as what the Finance Committee recommendation is.

**Discuss the Presentation:**

There was a review and discussion of the presentations that Solarity helped put together in order to help Town Meeting members understand what the \$65,000.00 Article #9 is about. Mr. Espindola notes it explains the value to the town within Education, Health Care, Economic Growth and Development, Community, Public Safety & Smart Government. Ms. Dwyer would like verbiage as well in order for the community to understand what it is about and where the connection will be to their homes and

businesses. Mr. Espindola suggested that he or one of the committee members speak on the article along with the slides. Basically explaining the purpose of the committee by referring to their mission statement, along with noting the key points; better service, competition, reliability, customer service, and better capacity. Mr. Espindola also wants to add that one of the things we will achieve with this is an extensive survey within the community to find out what the existing issues are. Also acknowledge that this is a complicated task as to why we are hiring a consultant. Ms. Dwyer would also like to note that one of the models will bring a variety of different options that can be switched up at any point and time. The committee decided to use bullet points from the RFP to explain what we are getting for the \$65,000.00. Mr. Frates will have the Powerpoint and print ready by Friday at 1:30.

Mr. Espindola would also like to mention to the Town Meeting Members to help get the word out about the survey if the Article passes. Chairperson Powers suggested a signup sheet.

There were no issues not anticipated.

Chair

Meeting adjourned at 7:46 p.m.

Respectively submitted,

Sheri Souza  
Recording Secretary

Approved 11/26/19