

Minutes of the Broadband Kick-Off Meeting with the Heath MLPAC, WG&E, and Triwire
August 28, 2020 at 2 pm

Present: Art Schwenger, Sheila Litchfield, Jan Carr, Margo Newton, and Ned Wolf of the Heath MLPAC; Heath Broadband Liaison Bob Bourke; Chief of Police John McDonough; Select Board member Gloria Fisher; Joe Parda, Rich Carnall, Tom Kolek, and Lisa Stowe of WG&E; Justin and Jordan of Triwire, the construction company.

Project Engineer Joe Parda introduced members of the Heath MLPAC to Justin and Jordan. Members of the Heath MLPAC introduced Gloria and John to WG&E and to Triwire. Jordan will be the contact person for Triwire. Joe reported that WG&E Project Manager for Heath, Tom Broderick, is on vacation.

Joe said that the construction in Heath will proceed in many respects as it has in the towns of Windsor and Cummington where Triwire has also been working. There was a discussion of the staging area which will need to accommodate as many as 4 large trucks, a Connex box, and a dumpster. There was a consensus that the portion of the parking lot at 18 Jacobs Road which is farthest from the building would be the best site for the staging area.

Justin said that in the middle of next week spools of cable will start arriving at Triwire's site in Auburn, MA. From there the cable will be transported to Heath as needed. Joe said that in a couple of weeks materials will arrive in Heath to be left for the construction.

Gloria encouraged Justin, Jordan, and any other Triwire employees to make contact with Jeff of the Heath Highway Department as well as others in the Highway Department, Chief of Police John McDonough, and Tim Lively. Sheila said she would facilitate those contacts.

There was a discussion of police details. Gloria said that at the Select Board meeting on August 27th the Select Board took the MLPAC's suggestions for places requiring particular care and made a few changes which she will send to Sheila. John McDonough asked that Triwire employees take notes as they drive around town of places where they think a detail will be needed and let him know. He said that 24 hour notice would be sufficient time for him to arrange a police detail. When Joe asked John for a cancellation policy, he said there is none. He said that in most cancellation situations he would need at least 2 hour notice to withhold billing.

Jordan said that Triwire plans to work four 10 hour days per week, arriving at the worksite by 7:30 am and working until 4 pm. Sheila asked whether there would be times when 2 crews are working. Jordan said that they will work up to as many as 4 crews using 5 trucks.

Art informed Triwire and WG&E that Heath is in the process of hiring an MLP Manager, and that in the meantime he is the contact person.

Joe asked Tom for access to the tracker. Tom will also provide access to Heath. We can get information by logging into Google Sheets. Tom and Rich explained how to access charts they'll be giving us. There is a tab for the project tracker administered by Tom. The information will be no older than the previous

weekend. If we email Rich, he'll fix it so that we can get into Google Sheets. Joe Parda said that the release date when the first subscribers can begin to receive broadband will likely be in February. Tom will be the keeper of any revisions in the schedule.

Rich introduced Lisa Stowe (lstowe@wgeld.org), who said that she and Laura Dorman (ldorman@wgeld.org) are in charge of marketing. In case there is a schedule change we need to tell them. Lisa said that there is a draft of the website. Rich is the contact person for the website. A banner and lawn signs will be available.

Art asked Joe if he could put together a list of contact people with contact information and roles. Joe said that he would provide that. Rich said that they need a definite list of 911 addresses within a few days. Our next meeting with WG&E will be at 2 pm on September 11 when we will review and solidify the list of 911 addresses and give direction to Triwire.

Bob Bourke reported that the vault for the field-split cabinet at Mohawk Estates has been buried and the conduits are in. No bill has come yet from Tom Danek. Bob said that gravel has been spread near the hut where there is room for 2 trucks to park. The overflow parking area in the Center could be the lot at the site of the former Fournier house at 5 Ledges Road. Bob said that he would need to share the default code with Triwire for access to the hut.

MBI is applying for a pole license to hang a single fiber from Sawyer Hall to the hut. Although Sawyer Hall was considered in FSA1 in the original design, WG&E assures us that it will be considered in FSA 2 as we requested.

WG&E said that they will be glad to shift the weekly meeting time to Tuesday at 2 pm with the shift beginning no earlier than Tuesday, September 22.

The meeting adjourned at 4:05 pm.

Respectfully submitted,

Ned Wolf