

Broadband (Fiber Optics) Study Committee Meeting

Meeting Minutes

Thursday, November 12, 2020

Location: Zoom meeting

Committee Members present: Kim Maxwell, Bill Brown, Libby Borden, Nina Ritson, John DeShazo, Brett Robbins, Julie Scharnberg, Jim Jasper

Other attendees: Phylis Bernard, CATV6 (?), WR1Z Gregory (?), Anonymous caller (?)

Meeting called to order: 6:01 PM

Major topics

- Minutes Approval
 - Minutes approved - Unanimous
- Agenda Approval
 - Agenda approved
- GIS Mapping Program
 - First 200 homes have been populated
 - Brett to move Excel sheet to public Google Sheets account
 - Add owner column
 - Group to work in parallel to populate all rows
 - Important to calculate if over/ under 200 feet; more accuracy above 200 feet is helpful for estimating cost
 - Open Question: Does Town have a Google account?
 - Likely not necessary – we can host the document publically as a view only document once it is populated
- Marketing
 - First draft of plan complete; Bill to send to group for review / comments; review near final draft with committee in next session
 - Survey
 - 15 responses dropped off at HUB
 - 48 online responses; Jim to change due date on Website from 11/15 to 12/15 for final online responses
 - Mailbox TBD
 - Jim to carry survey responses over to Excel; share with Bill
 - Bill to prepare preliminary marketing budget
 - Kim to write December Norfolk Now entry
- Federal grant
 - We have determined that we don't have a strong grant proposal
 - Declined to participate

- Government engagement
 - Beginning conversations with David Lehman
- BOF
 - Board/Committee aligned that an independent assessment of the business plan to be performed after the next draft is prepared
- Upcoming meetings
 - December 10
 - December 17

With no further business the meeting was adjourned at 6:42 PM.

Respectfully submitted,
Brett Robbins
Secretary