

Fiber Broadband Completion Task Force Meeting Agenda

Date: Thursday, November 18, 2021

Time: 6:30 PM

To Join this Virtual Meeting via Zoom.

<https://us02web.zoom.us/j/84517895437?pwd=aHpTZ0xjbVNvVm9QY3owWUFyU3h6QT09>

Meeting ID: 845 1789 5437 Passcode: 199193

Fiber Broadband Completion Task Force Members:

Gordon Brockway - Light Board Representative
Scott Hopkinson - PEG Access Advisory Committee Representative
David Hesel - HOA (Home Owners Association) Representative
Gail Hire – Citizen at large Representative
Mark Howell – Citizen at large Representative, Task Force Chairperson

I. Call to order/Roll Call/Assign Clerk – Announcement of Recording in Progress

- Meeting recordings are posted by MMN on YouTube as available:
<https://www.youtube.com/c/MinutemanMediaNetwork/videos>

II. Minutes –

- Pending Minutes – October 7, 2021 Clerk: S. Hopkinson
- Pending Minutes – November 11, 2021 Clerk S. Hopkinson

III. Chair’s Report

- Next meeting: 12/2 6:30 PM
- Update Web page Options

IV. Begin Discussion of “Barriers to Subscription Growth”

- A. The area’s objective is to focus on premises that currently are served by fiber to establish if there are policy or programmatic inhibitors to adoption.
- B. Generally, this area is a look at demand and decision making among potential subscribers.
- C. The task force will seek to establish an understanding of what may be inhibiting the adoption of the service by those potential customers. Some examples could include:
 - a. Knowledge of the offerings

- b. Cost or value of the offerings
- c. Inhibitors to Installation (other than as covered in Section A).
- d. Impact of underground bylaw
- D. Metrics in this area will include take rates, subscriber levels, new installations performed, cycle times associated with installations, reason for cancellation or incomplete orders, percentage of successfully completed orders.

V. Public Comment Period

VI. Adjournment

The page contains links to Reference Materials pertaining to Telecommunications:

Task Force:

Objectives Document: [Focus Area Defintions](#) (9/30/21 version)

GIS Data Analysis – Preliminary map link:

<https://www.arcgis.com/home/webmap/viewer.html?webmap=33ab6e1bd086442994735c945614ae10&extent=-71.4463,42.4187,-71.2517,42.5013>

Telecommunication Financials:

Enterprise Budget Books: <https://concordma.gov/253/Enterprise-Fund-Budgets>

2018 Enterprise Budget Hearing: [Article 47 - Light Plant Expenditures and PILOT PH Pres 03-12-18](#)

FY22 Enterprise Budget Book: Telecom on p.38 and following.

<https://concordma.gov/DocumentCenter/View/29426/FY22-Enterprise-Budget-Book>

[2021 Telecommunication Budget](#):

[July 2021 Telecomm Financial report](#):

Broadband Availability Map: [Broadband Available](#) ArcGIS Online tools from Concord Broadband to check for known availability.

Town Meeting Calendar [2021-2022 ATM Calendar \(Final\)](#)

Underground Bylaw [No New Construction of Utility Poles and Overhead Wires Bylaw \(PDF\)](#) from Town Bylaws Page: [Town Bylaws](#)