

## ***Fiber Broadband Completion Task Force Meeting Agenda***

Date: Thursday, December 2, 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
- Pending Minutes – November 18, 2021 Clerk G. Hire

#### III. Chair’s Report

- Next meeting: 12/9 6:30 PM Invite sent for 4 weeks, 12/2, 12/9, 12/16, 12/23
- Conflict on 12/16 with Special Town Meeting Hearing
- Task Force webpage update

#### IV. Begin Discussion of “Additional Issues Related to the mission, business, and financial Policies” – Focus Area “D”

- a. The task force will discuss recommendations for how the citizens of Concord should express their preferences for CMLP’s Fiber Services.

- b. Currently Town Meeting, the Select Board, the Light Board, the Town Manager as CMLP General Manager and CMLP staff all potentially have roles in guiding the priorities of the Fiber Broadband service. This implies a complex governance structure that could be more clearly delineated. The Task Force will discuss recommendations in this area which could include specific Processes and Procedures to establish:
  - i. Goals and priority of Universal Access
  - ii. Choice of services provided by CMLP
  - iii. Capital allocation priorities and use of capital for fiber
  - iv. Operating return objectives for telecommunications services
  - v. PILOT and Payment in Lieu of Franchise by the Broadband Business
  - vi. Strategic Plans and goals for Concord's Broadband business

V. Wrap up and Next Steps Discussion of agenda for 12/9.

VI. Public Comment Period

VII. 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](#)