



MINUTES OF THE BROADBAND COMMITTEE WEDNESDAY, February 4, 2015

In attendance: Will Caruana, Chairman; Nate DeLong, Tom Newton

Chairman Caruana called the meeting to order at 5:57pm.

I. Update on MBI

Mr. DeLong stated that the Police, Fire and Town Hall buildings have been upgraded to 50Mbps circuits and the primary Internet access located at 1 Federal Street has been increased to 50Mbps.

II. Approval of Minutes

Mr. DeLong entertained a motion to approve the minutes of the Broadband Committee's November 19, 2014 meeting. Mr. Newton seconded. The motion to approve the minutes passed.

III. Pilot Program

Mr. DeLong said that the collocation contract for use with Access Plus has been approved by special broadband legal counsel. The final draft of the contract has been submitted to the Selectmen's Office for addition to a Board of Selectmen's meeting agenda.

Mr. Caruana said that he'd like to see the IT Department request from the Technology Efficiencies Projects Fund a wireless solution that will provide service to the Spec Pond area. The system should provide high-speed services to Senior Center and Parks and Recreation; Wi-Fi access to the pond and sports field areas, and be expandable to eventually provide service to business tenants at Post office Park.

Mr. DeLong expressed that he would like to make sure that the IT Department and MLP have a working agreement where if the Town invests in conduit, fiber cabling, or technology equipment, the MLP has the ability to utilize these assets. The agreement should eventually be written up and formalized.

IV. Safety Net Update

Mr. DeLong said that he walked the route with Bill Sperrazza of the DPW and once the winter plowing season is done, the DPW will install conduit from the Fire Department building into the DPW Highway building. They will also attempt to build walls to secure the demarcation space that the fiber will terminate in.

V. HWRSD Update

Mr. Caruana has been reviewing all of the paperwork for E-Rate and working on submitting it to the necessary authorities. He stated that the MLP will need to be E-Rate certified in order to provide competitive service to schools and the library. Mr. DeLong made the committee aware of the fact that he was told that the school district currently has an RFP out for either voice or broadband systems. Mr. DeLong stated he will contact Bart Gilley, the school district's IT Director for more information. Mr. DeLong sent an e-mail to Bart Gilley during the meeting asking about the RFP.

Mr. Caruana stated that he is continuing his discussions with Town Treasurer Tom Sullivan regarding possible solutions to the MLP building and providing services to HWRSD.

VI. Next meeting Date and Agenda

Mr. Newton made a motion to schedule the next meeting for February 18th at 5:30pm. Mr. DeLong seconded. The motion passed. Location TBD.

VII. Open Session: For topics Not Reasonably Anticipated 48 hours in Advance of Meeting

Mr. Caruana brought up the topic of voice over IP (VoIP) phone systems becoming a priority for the IT Department. Mr. DeLong said that it has been added to the FY2016 budget but not necessary funded. Mr. Caruana would like to start soliciting RFPs for VoIP systems.

Mr. DeLong brought up the fact that he tried to procure backup fiber service through Charter, however he found them to be cost prohibitive. He will be looking into 4G wireless data services as a backup solution.

Mr. DeLong brought up the new nationwide public safety data network that the State and Federal government are requesting information from municipalities for.

Mr. Newton brought up the fact that the MLP still has no official manager. Mr. Caruana and Mr. DeLong both brought up the importance of having the Municipal Light Board positions created and filled. Mr. Caruana suggested speaking with Town Clerk Beverly Litchfield to find out how the MLP Board is properly created.

VIII. Citizen's Open Forum

There was no one present to take advantage of the open forum.

Having no further business, the meeting was adjourned by unanimous consent at 7:09 pm. The Committee will reconvene at its next scheduled meeting on date to be determined.

These minutes were submitted by Nathan DeLong and approved as to form and content by Broadband Advisory Committee vote on 2/18/2015 with Will Caruana as chairman.