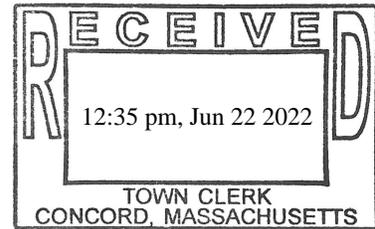


## **Fiber Completion Task Force - Minutes for 3/31/2022**



Meeting began at 6:30.  
Mr. Brockway agreed to clerk.

Present: Scott Hopkinson, Mark Howell, Gordon Brockway, Gail Hire and David Hesel.

### **Minutes**

Reviewed March 2, 2022 minutes which were prepared by Mr. Brockway. Mr. Brockway moved to accept the minutes; Ms. Hire seconded. Approved by roll call with Mr. Brockway, Mr. Hopkinson, Ms. Hire, Mr. Howell voting aye.

March 9, 2022 Minutes which were prepared by Ms. Hire. Mr. Howell put on screen for review. Mr. Brockway moved to accept the minutes; Ms. Hire seconded. Approved by a roll call with Mr. Brockway, Mr. Hopkinson, Ms. Hire, Mr. Howell voting aye.

### **Chair Report**

There was no news to report.

### **Meetings**

Meeting April 7 at 6:30 to finalize draft report  
Meet with Light board April 13 at 7:30 AM. Presentation of action items.  
Scheduled public forum for hearing room on April 14 7:00 PM.  
Discussed if a meeting on April 21 is possible. Agreed to meet.

### **Roads**

No news

### **ARPA**

No news

David Hesel joined at 6:45.

### **Discussion of Draft Report**

Mr. Howell assembled drafts through Wednesday and distributed them. Mr. Howell put the draft on screen for collaboration.

Mr. Howell proposed to create a folder with files that were sent to him and will pull each into the word document sequentially. First page is abstract.

The main sections of the draft are as follows:

Abstract - Mr. Howell

Preface - Ms. Hire

Focus Area Definitions (Completed in September)

Executive Summary of the report - Mr. Howell

State of Fiber - Ms. Hire

State of Finances for Telecommunication - Mr. Hopkinson

State of Growth - Mr. Brockway

Recommendations – Mr. Howell

The last 5%-7% of Streets

Barriers to Subscription Growth

Fiber to the Home – The last mile

HOA - Mr. Brockway

Governance and other Policies

Discussed where in the document is the best place for metrics. Mr. Brockway suggested the motivating reasoning be used throughout the document, toward universal access, defined as everyone who wants it can get it.

Ms. Hire asked what the number of subscribers, and Mr. Howell suggested it was close to 1600. Mr. Howell: State of sections can be deeply detailed and investigated. Discussed how to present recommendations. Mr. Brockway: Metrics could have name, definition, significance, and management actions. Mr. Howell: an objective to grow at a particular growth rate per year, increase capacity to grow by 20%. Mr. Brockway: metrics lead to management actions, but management goals can lead to metrics

- A. “The last 5 – 7% of Streets”
- B. “Barriers to Subscription Growth”
- C. “Fiber to the Home and Fiber-to-the-business” aka the ‘last mile’
- D. Additional Issues Related to the mission, business, and financial Policies

Policy Issues: How much access to the broadband can Concord expect? Water has no competition. Beede does.

Ms. Hire asked, is Concord Broadband a utility? Should we refrain from referring CB as a utility? Alternative wording was discussed to express that people choose the service but have alternative providers.

Mr. Howell: SpaceX/Starlink Internet serves as a competition to CB. This didn’t exist in 2014 when CB launched. The other town services (e.g., Beede) are not exposed to competition. 5G Fixed wireless is also. Also, that the network is deployed to higher income areas of town (digital equity)

Growth has been slowing. We need to understand why. The growth flywheel may slow down.

### **What is fiber section**

Ms. Hire asked if fiber is glass or plastic? It is glass.

Section discusses benefits of existing fiber network in town. Streetlights, water supply, schools.

Mr. Brockway suggested that there may be benefits related to fiber access that could benefit school population. These could help to motivate implementation of universal access. Mr.

Hopkinson asserted that Mr. Brockway was confused about VPN technology, and that a

physically separate network is not needed by the school population. Mr. Howell agreed that there is a value to suggesting ways that grid rollout could benefit the school population.

Mr. Hopkinson explained that buried fiber costs of \$1.50 per foot have been achieved elsewhere. – This could help CB improve fiber coverage.

A placeholder for Mr. Hopkinson's section for financials was identified.

### **Metrics**

This was a section that Mr. Brockway worked on.

Ms. Karlen Reed clarified the Comcast franchise fee applies to cable tv. She supports keeping the PILOF. Terry Ackerman also spoke in favor of the PILOF. Mr. Howell would support paying it through the general fund and noted that the PILOF wasn't publicly discussed when it was imposed. Mr. Brockway discussed possible data points to overlay onto GIS.

Mr. Howell discusses metrics in further detail.

Ms. Hire pointed out that PILOF is a relatively new outlay for the broadband service, so it may be relatively easy to change now.

### **Governance section**

This section needs work

Should we be offering differentiated services?

Mr. Brockway, there are a lot of assumed growth rates, but we need to be consistent. The numbers won't match. What is the current base rate?

Mr. Howell asked what has occurred in the past, what is the capacity for growth? Mr. Howell thinks the capacity for growth is a function of staff and weather.

Mr. Brockway: Growth number will bring us to 30% take rate at some point and will growth level off at that point?

### **Public Comment**

Ms. Karlen Reed: p. 36 \$79.99 for ten years has a payoff of 799, but it should be multiplied by 12. The correct amount is \$9598.80.

Terri: Forum on April 14. Would like to announce it in SB meeting and in news and notices. We have it listed as a public hearing. Need to advertise it two weeks. A public forum does not have the same publicity requirements. Public forum is already on the town calendar. – The calendar doesn't say either one. Looks like a regular fiber meeting. Mr. Howell will work with town staff to publicize properly.

Please plan to arrive at public hearing room 15 minutes early.

Mr. Brockway moved to adjourn shortly after 8:00 PM; Ms. Hire seconded; Mr. Brockway, Mr. Hopkinson, Mr. Brockway, Ms. Hire, Mr. Howell voted Aye.