

**Fiber Broadband Completion Task Force - Final MINUTES**

**Meeting Date:** Nov 11, 2021 at 6:32 PM

9:45 am, Feb 04 2022

Videos can be found at Minuteman Media Network YouTube Channel:  
<https://www.youtube.com/c/MinutemanMediaNetwork>

Held virtually via Zoom, beginning at 6:30 pm.

Roll Call and Attended by members (all attended remotely via Zoom.)

- Mark Howell
- Gordon Brockway
- David Hesel
- Scott Hopkinson
- Gail Hire

Mary Hartman replaces Greg Guarriello as Finance Committee representation.  
Mark spent time with Mary to bring her up to speed.

Volunteer; Scott for clerk for this meeting.

Meeting being held via Zoom per the updated open meeting rules.  
All the previous meetings are up on the YouTube links for

Oct 7 still in progress

**Oct 21 Minutes Review**

- Gail – provided comments.
- Mark edited the document live in the meeting (on Nov 11)

Motion to accept the updated Oct 21 minutes  
Gordon Brockway - move to accept  
David Hesel 2<sup>nd</sup> to accept Oct 21 minutes

All –roll call – for Oct 21, 2021 Minutes to be accepted as edited.

- Mark Howell           yes
- Gordon Brockway    yes
- David Hesel           yes
- Scott Hopkinson     yes
- Gail Hire              yes

**Oct 27 Minutes Review – Provided from David Hesel**

Suggested edits from Gail Hire and Mark Howell

Mark commuted that most of his edits were not substantive but rather formatting.

Committee discussed and reviewed mark up versions of Oct 27 minutes.

Motion to accept the updated Oct 27 minutes

Gordon Brockway     move to accept with changes as reviewed and Mark will

Scott Hopkinson     2<sup>nd</sup> to accept Oct 21 minutes

All –roll call (Yea or Nay - aye or nay ) – for Oct 21, 2021 Minutes to be accepted as edited.

Mark Howell             aye

Gordon Brockway     aye

David Hesel             aye

Scott Hopkinson     aye

Gail Hire                aye

**Nov 3 , 2021 Minutes Review – Provided from Gordon Brockway**

Formatting corrections – including Dec 3 vs. Nov 3 in header.

Gail’s markup were incorporated.

Mark added section on public comment. (Mark and Gail provided input)

Gail says all her comments were in the version that was reviewed.

Motion to accept the updated Nov 3 minutes (now draft 4)

Gordon Brockway     move to accept with changes as reviewed and

David Hesel             2<sup>nd</sup> to accept

All –roll call (Yea or Nay - aye or nay) – for Oct 21, 2021 Minutes to be accepted as edited.

Mark Howell             aye

Gordon Brockway     aye

David Hesel             aye

Scott Hopkinson     aye

Gail Hire                aye

**Chair’s Report**

**Meetings:**

Next week – meet on Thursday at 6:30 PM

Light Board moved their meeting to Thursday November 18 at 7:30 AM

Next Fiber Completion Task Force meeting will Nov 18, then Dec 2, Thursday will be the next meeting.

Finance committee has a standing conflict on Thursdays.

**#6 Task Force Web Presence**

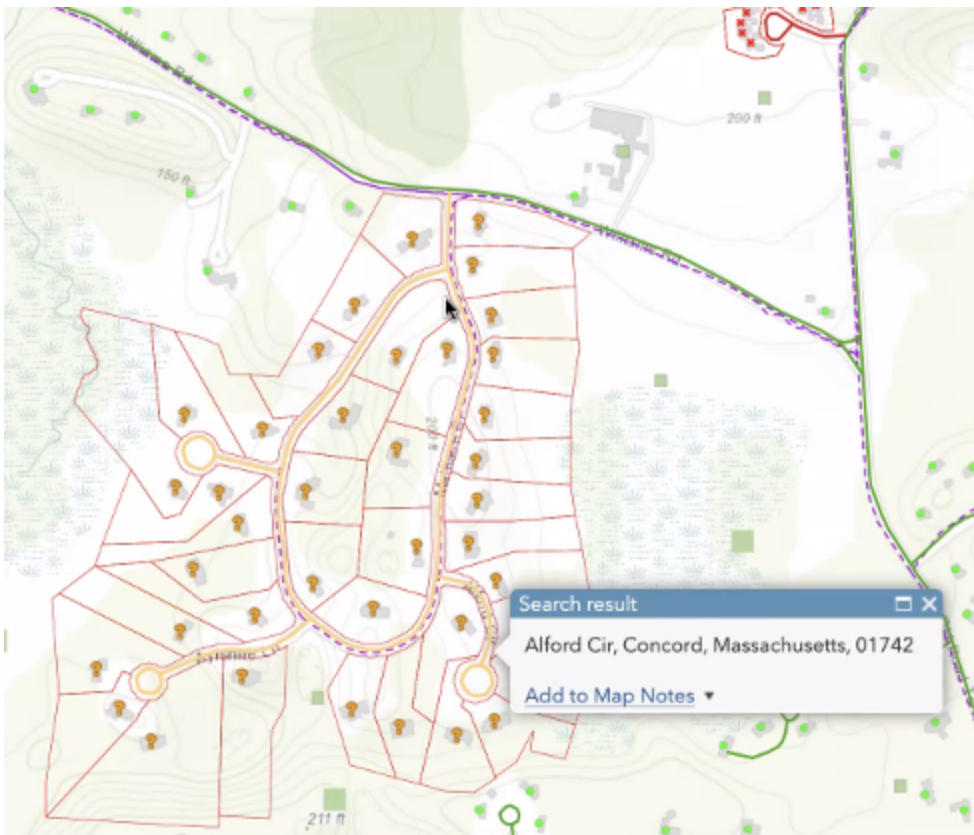
Mark: we are generating some information that the public would like to see.  
Mark would be willing to create a page for the task force and documentation.

Comment [SH] Scott sent in the financial model, document plan , presentation  
Any materials that were discussed need to be attached and in the public record.  
Gordon Brockway – not necessarily current – causes and effects as things stand right now.  
Matt Cummings to come in and talk about the accounting models.

Email address – town domain mail address for fiber.  
Gail, using an alias email to contact committee members can be problematic.

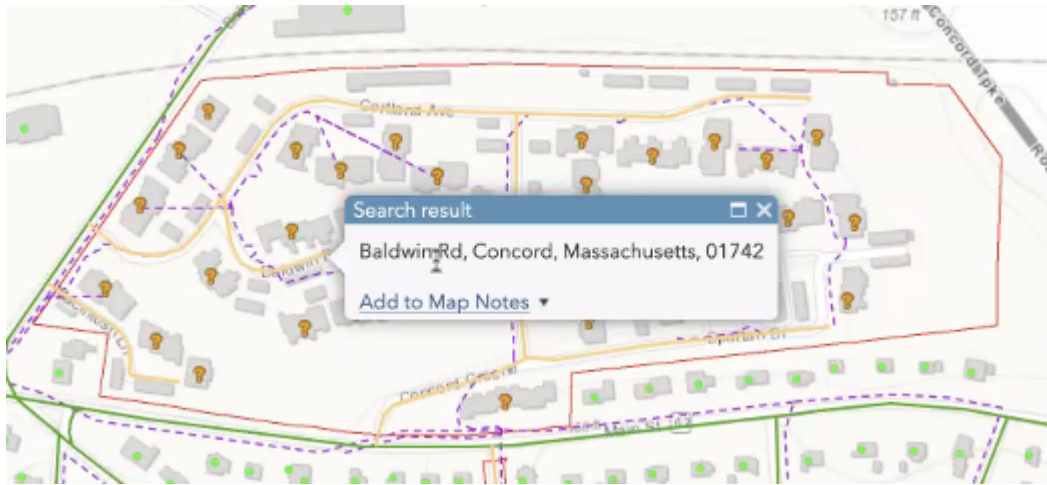
Next Agenda – discuss documents produced from raw data – provided by Mark from GIS data  
Mark created a pivot table report showing unserved streets.  
Three page PDF with yellow / white shading.  
395 rows that Mark – encoded them into groups

Basis of group based on map evaluation – a group is contiguous (adjacent)  
Abbot Lane  
Macmillan Drive / Ayrshire Lane / Madison Drive (see drawing below)



**Figure 1: MacMillan Drive Alford Circle**

**Concord Greene**



**Figure 2: Concord Greene**

Mark's work was to capture how many areas like this existed around town. 52 areas such as these were identified. Many identified as single roads.

Mark – did a calculation of parcels and distance in feet required to connect property.

MDU – multi-dwelling units

Gordon Brockway – density is our friend

Extreme example – Turnpike – Route 2

Gordon Brockway – identified that dividing the number of feet by the number of units (plus 1) would identify lower and higher cost opportunities.

Virginia Road and attached streets is also an interesting case from Mark's review.



**Figure 3: Virginia Road – with possible 28 parcels – 1 MDU**

**Grand total at bottom of report**

351 parcels  
600 MDU  
909 MDU plus parcels etc (including Concord Greene – 200)  
(Gordon – if \$100K for each group)

The number of projects might be 50 to 100

MDU - 81,000 feet of fiber – 900 drops – 90 feet per drop

**Write Farm Road – 24 houses and one parcel**

Therefore there must be a Home Owners Association (HOA)

**South Meadow – ONRAC and**

Condo fee was mentioned in literature.

Folks reviewing noted that all of the anecdotal review of the map were correlated to the presented report.

**Pamela Dritt - 13 Concord Greene Public Comment**

Wanted to discuss if the rough estimate was taking into consideration underground.

Partridge Lane is all underground.

There is a now standard that says a conduit should be placed  
From 1980 to 2000 direct bury cable was allowed but not conduit.

Mark – most of these were sub-division off a main street.  
What is not in his table is 100 Keyes Road - we know that we do not have service.  
This analysis does not pick up buildings like Keyes Road.  
We need to continue to categorize the projects.

David Hesel – Concord Greene now raising the estimated conduit expense to \$100k

**200 units – gain 50 accounts 20 %**

Scott can revise the model  
Scott – will take the action item to perform this analysis

David Hesel – they are paving next spring  
A lot of conduit is required under roadway  
Once in a lifetime opportunity to get under the roadways.  
Concord Greene is adding electrical for EV charging to each car port.  
Also transition off of gas.

Mark suggests ensuring that the task force studies the whole town.

Gordon Brockway there may be some high-density opportunities to increase subscriptions

Scott articulates that we need to understand the up take.

Gordon Brockway what if it improved offering?

**Mary Hartman Public Comment-** \$100K thought it was from CMLP make available to MDU

Mark – the cost experience that CMLP has from prior broadband installations includes running fiber overhead or pulling in existing conduit. The cost to install new conduit is in addition to that cost. Once conduit is in place, the installation cost is likely to be similar to past experience.

David noted: They have 5 points with transformers – 3 cases have conduit, 2 cases they cannot find the conduit.

This is trenching and conduit.

Gordon Brockway from CMLP perspective – this is the responsibility of the property owner.

Mark – density is our friend – one pipe to four dwellings.

The step of installing the conduit is not what CMLP / Broadband has ever provided or experienced

The cost of the conduit PLUS the normal install and commission cost would be the total.

Mark: The core barrier – conduit and connection.

Secondary question – suppose you already have the access, what are the other barriers growth of subscription when the install rate is currently just 17 units per month?

Gordon Brockway noted that the financials improve if CMLP is able to increase the installations

Value proposition – already got COMAST and Triple Play

Pulling the broadband out of Comcast does not reduce Comcast bill in order to increase performance.

David Hesel: Switching Cost – you have to be a reason to switch -

Why do I need to switch?

Comcast threatening to limit to 1TByte per month.

Joan Densberger– Public Comment

Advantages and long term advantages

Fiber cable has a long life.

Committee disseminate this information to all of the concord that are thinking about.

Get that information out as much as possible to the public.

Make an information available.

Even public information.

Gordon Brockway suggest that committee not get too far into public marketing.

Next week

Policies

Barriers to increased subscription

Identify how one might be able characterize and create a justification or support

For the hypothesis of the barrier.

How to validate that that may be impacting on this.

Do we have a way to make anecdotal information to be more objective?

Public Comment – call

Main appeal – that it guarantees net neutrality

Comcast held Netflix customers for bandwidth to watch

Mark – net neutrality

Motion to adjourn

Gordon Brockway Move to adjourn

Gail Hire Second to adjourn

All –roll call (Yea or Nay - aye or nay) – for adjournment

Mark Howell aye

Gordon Brockway aye

David Hesel aye

Scott Hopkinson aye

Gail Hire aye

Meeting adjourned at 8:05 PM

**Documents/Exhibits used:**



		Data			
Parcel Group	Street Name	Sum of Number of Parcels	Sum of MDU Units	Sum of Total Units	Sum of Feet
	1 ABBOTT LN	2	42	42	1095
<b>1 Total</b>		<b>2</b>	<b>42</b>	<b>42</b>	<b>1095</b>
	2 ALFORD CIR	6	0	6	882
	AYRSHIRE LN	5	0	5	987
	MACMILLAN DR	3	0	3	683
	MATTISON DR	25	0	25	4024
<b>2 Total</b>		<b>39</b>	<b>0</b>	<b>39</b>	<b>6576</b>
	3 AUTUMN LN	9	0	9	1088
<b>3 Total</b>		<b>9</b>	<b>0</b>	<b>9</b>	<b>1088</b>
	4 BAKER AVENUE EXT	1	14	14	1569
<b>4 Total</b>		<b>1</b>	<b>14</b>	<b>14</b>	<b>1569</b>
	5 BALDWIN RD	0	38	38	391
	CORTLAND AVE	1	80	80	1624
	MACINTOSH LN	0	18	18	367
	RUSSET RD	0	16	16	491
	SPARTAN DR	0	60	60	993
<b>5 Total</b>		<b>1</b>	<b>212</b>	<b>212</b>	<b>3867</b>
	6 BARTKUS FARM	1	12	12	2293
<b>6 Total</b>		<b>1</b>	<b>12</b>	<b>12</b>	<b>2293</b>
	7 BARTONS WAY	3	0	3	1247
<b>7 Total</b>		<b>3</b>	<b>0</b>	<b>3</b>	<b>1247</b>
	8 BRIDGECOURT LN	9	0	9	696
<b>8 Total</b>		<b>9</b>	<b>0</b>	<b>9</b>	<b>696</b>
	9 BUTTRICKS HILL RD	4	0	4	1574
<b>9 Total</b>		<b>4</b>	<b>0</b>	<b>4</b>	<b>1574</b>
	10 CEDAR WAY	3	0	3	783
<b>10 Total</b>		<b>3</b>	<b>0</b>	<b>3</b>	<b>783</b>
	11 COMMONWEALTH AVE	4	20	20	420
<b>11 Total</b>		<b>4</b>	<b>20</b>	<b>20</b>	<b>420</b>
	12 CONCORD XING	1	32	32	453
<b>12 Total</b>		<b>1</b>	<b>32</b>	<b>32</b>	<b>453</b>
	13 CRANBERRY LN	1	15	15	528
<b>13 Total</b>		<b>1</b>	<b>15</b>	<b>15</b>	<b>528</b>
	14 CRANFIELD RD	2	0	2	278
<b>14 Total</b>		<b>2</b>	<b>0</b>	<b>2</b>	<b>278</b>
	15 DUNBAR WAY	7	0	7	230
	FULLER LN	6	0	6	539
	PEABODY CT	6	0	6	348
<b>15 Total</b>		<b>19</b>	<b>0</b>	<b>19</b>	<b>1116</b>
	16 EMERSON RD	7	0	7	609
	OLD MARLBORO RD	23	0	23	1767
<b>16 Total</b>		<b>30</b>	<b>0</b>	<b>30</b>	<b>2377</b>

	17	FAR AFIELD	3	0	3	1407
<b>17 Total</b>			<b>3</b>	<b>0</b>	<b>3</b>	<b>1407</b>
	18	GREAT MEADOWS RD	8	0	8	3859
<b>18 Total</b>			<b>8</b>	<b>0</b>	<b>8</b>	<b>3859</b>
	19	GREENFIELD LN	1	9	9	557
<b>19 Total</b>			<b>1</b>	<b>9</b>	<b>9</b>	<b>557</b>
	20	HEMLOCK ST	5	0	5	478
<b>20 Total</b>			<b>5</b>	<b>0</b>	<b>5</b>	<b>478</b>
	21	INDEPENDENCE CT	1	5	5	116
<b>21 Total</b>			<b>1</b>	<b>5</b>	<b>5</b>	<b>116</b>
	22	KENNEY LN	24	0	24	1533
		PHILIP FARM RD	14	0	14	1267
<b>22 Total</b>			<b>38</b>	<b>0</b>	<b>38</b>	<b>2800</b>
	23	LEE DR	14	0	14	1610
<b>23 Total</b>			<b>14</b>	<b>0</b>	<b>14</b>	<b>1610</b>
	24	LOVE LN	2	4	4	416
<b>24 Total</b>			<b>2</b>	<b>4</b>	<b>4</b>	<b>416</b>
	25	MACONE FARM LN	3	0	3	837
<b>25 Total</b>			<b>3</b>	<b>0</b>	<b>3</b>	<b>837</b>
	26	MIDDLESEX RD	1	14	14	3765
		PRATT LN	0	2	2	1235
		SHELDON LN	0	3	3	895
		WINSOR LN	0	6	6	761
<b>26 Total</b>			<b>1</b>	<b>25</b>	<b>25</b>	<b>6656</b>
	27	MONUMENT SQ	2	2	4	392
<b>27 Total</b>			<b>2</b>	<b>2</b>	<b>4</b>	<b>392</b>
	28	MUSTERFIELD RD	9	0	9	960
<b>28 Total</b>			<b>9</b>	<b>0</b>	<b>9</b>	<b>960</b>
	29	OFF HARRINGTON AVE	5	0	5	679
		STACEY CIR	8	0	8	862
<b>29 Total</b>			<b>13</b>	<b>0</b>	<b>13</b>	<b>1540</b>
	30	OLD MARLBORO RD	6	0	6	447
<b>30 Total</b>			<b>6</b>	<b>0</b>	<b>6</b>	<b>447</b>
	31	OLD MILL RD	1	0	1	2463
<b>31 Total</b>			<b>1</b>	<b>0</b>	<b>1</b>	<b>2463</b>
	32	PARTRIDGE LN	31	0	31	2567
<b>32 Total</b>			<b>31</b>	<b>0</b>	<b>31</b>	<b>2567</b>
	33	PHEASANT LN	3	2	4	378
<b>33 Total</b>			<b>3</b>	<b>2</b>	<b>4</b>	<b>378</b>
	34	QUAIL RUN DR	5	0	5	770
		SAW MILL RD	10	0	10	722
<b>34 Total</b>			<b>15</b>	<b>0</b>	<b>15</b>	<b>1492</b>
	35	SOUTH MEADOW RDG	1	21	21	1202
<b>35 Total</b>			<b>1</b>	<b>21</b>	<b>21</b>	<b>1202</b>
	36	STAFFORDSHIRE LN	1	26	26	287
<b>36 Total</b>			<b>1</b>	<b>26</b>	<b>26</b>	<b>287</b>
	37	TANGLEWOOD DR	5	3	7	1804
<b>37 Total</b>			<b>5</b>	<b>3</b>	<b>7</b>	<b>1804</b>

	<b>38</b>	THOREAU CT	3	0	3	260
<b>38 Total</b>			<b>3</b>	<b>0</b>	<b>3</b>	<b>260</b>
	<b>39</b>	THOREAU ST	9	19	22	540
<b>39 Total</b>			<b>9</b>	<b>19</b>	<b>22</b>	<b>540</b>
	<b>40</b>	THORNTON LN	1	7	7	560
<b>40 Total</b>			<b>1</b>	<b>7</b>	<b>7</b>	<b>560</b>
	<b>41</b>	TRACEY ST	2	0	0	248
<b>41 Total</b>			<b>2</b>	<b>0</b>	<b>0</b>	<b>248</b>
	<b>42</b>	UNION TPKE	0	0	0	3019
<b>42 Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>3019</b>
	<b>43</b>	URSULA DR	1	5	5	273
<b>43 Total</b>			<b>1</b>	<b>5</b>	<b>5</b>	<b>273</b>
	<b>44</b>	VIRGINIA RD	28	1	28	6971
<b>44 Total</b>			<b>28</b>	<b>1</b>	<b>28</b>	<b>6971</b>
	<b>45</b>	VIRGINIA RD	1	1	1	681
<b>45 Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>681</b>
	<b>46</b>	WALDEN ST	2	2	3	2739
<b>46 Total</b>			<b>2</b>	<b>2</b>	<b>3</b>	<b>2739</b>
	<b>47</b>	WATER ST	5	6	8	402
<b>47 Total</b>			<b>5</b>	<b>6</b>	<b>8</b>	<b>402</b>
	<b>48</b>	WAYSIDE RD	1	6	6	830
<b>48 Total</b>			<b>1</b>	<b>6</b>	<b>6</b>	<b>830</b>
	<b>49</b>	WEDGEWOOD CMN	3	69	69	1934
<b>49 Total</b>			<b>3</b>	<b>69</b>	<b>69</b>	<b>1934</b>
	<b>50</b>	WESTGATE PARK	1	0	1	488
<b>50 Total</b>			<b>1</b>	<b>0</b>	<b>1</b>	<b>488</b>
	<b>51</b>	WESTVALE MDW	1	16	16	492
<b>51 Total</b>			<b>1</b>	<b>16</b>	<b>16</b>	<b>492</b>
	<b>52</b>	WRIGHT FARM	1	24	24	3337
<b>52 Total</b>			<b>1</b>	<b>24</b>	<b>24</b>	<b>3337</b>
<b>(blank)</b>		<b>(blank)</b>				
<b>(blank) Total</b>						
<b>Grand Total</b>			<b>351</b>	<b>600</b>	<b>909</b>	<b>81001</b>