
Agenda

Town of Fairhaven Broadband Committee

Date: March 31, 2020, 7:00 p.m. E.T.

Conference Bridge Information:

Join Zoom Meeting - Log onto:
<https://zoom.us/j/387193399>
or call 1-929-205-6099
Meeting ID: 387 193 399 #

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Committee Members:

- Bob Espindola
- Derek Frates
- Sean Powers
- John Methia
- Jay Simmons
- Suzann Dwyer
- Jeff Christensen, EntryPoint Networks
- Devin Cox, EntryPoint Networks

Agenda Items:

- Review Minutes from February Meeting
- Review EntryPoint Scope of Work
- Review Timeline for Scope of Work
- March Achievements
 - Comparisons of Different Municipal Broadband Models
 - Begin Collecting Invoices
- April Project Milestones
 - Begin Developing Strategy - All
 - Evaluate Middle Mile Options - EntryPoint
 - Evaluate Options for Legal Structure - Fairhaven
 - Select Neighborhoods for Cost Modeling - Fairhaven
 - Continue with Market Analysis – All
 - Assess Existing Infrastructure
- Requests for Committee Members
 - Collect Internet Invoices from 50 – 100 Co-workers, Friends, Family Members
 - Select Neighborhoods for Cost Modeling
 - Engage City Attorney on Analysis of Legal Structure Options
- Future/next meeting – action items?
 - Review action items for next meeting
 - Schedule April, May, June, and July Meetings
 - Next month - Review timeline for April meeting

Scope of Work:

EntryPoint's Consulting Services Group, will work with the Broadband Committee to develop a *Broadband Master Plan* and Feasibility Analysis for the Town of Fairhaven. The contemplated Scope of Work will be performed in coordination with Fairhaven's Broadband Committee and includes the following:

- Develop Broadband Strategy
- Conduct SWOT Analysis
- Assess Existing Broadband Infrastructure
- Conduct Market Analysis
- Prepare Community Engagement Plan & Timeline
- Assist with Early Community Engagement Efforts
- Coordinate Broadband Surveys with Residents and Businesses in Wilbraham
- Prepare Comparison of Municipal Broadband Models
- Prepare a High-level Fiber Optic Network Design and Materials Cost Summary
- Prepare Cost Analysis
 - Prepare Projected Capital Expenditures and Funding
 - Prepare Projected Income and Cash Flow
- Coordinate with Potential Project Partners
 - Middle-Mile
 - Internet Service Providers
 - Engineering
 - Construction
- Assist with Introduction of Potential Financial Partners for a Project
- Coordinate Planning for Financing Options
- Assist with Securing Legal Opinions to Establish Authority to Build Broadband Infrastructure
- Conduct Risk Analysis
- Assist with Preparation of RFP for Engineering & Construction

□ Prepare Report Summary and Conclusions

