

**TOWN OF NOBLEBORO BROADBAND COMMITTEE
REGULAR MEETING MINUTES**

Monday, December 13, 2021 at 7:00 pm (EST)

Via Zoom

- I. Called to order at 7:00 pm
 - a. Quorum Present: Chairman Peter Gabbe, Marianne Pinkham, Dean Levy, Michele Hallowell, Bill Silver, Nate House. Absent: Mark Morrison, Marty Welt
 - b. Others: Evan Goodkowsky
- II. New Business (*taken out of order for purpose of having Evan Goodkowsky join the call if hired*)
 - a. Employing Evan Goodkowsky – Subject to meeting the Town’s requirements for hiring a consultant (i.e., 1099, contract, etc.), Chairman opened the floor for discussion on whether to hire Evan Goodkowsky. Start time for work will account for the holidays and both the Broadband Committee’s needs and Evan’s schedule. Both parties have the opportunity to terminate for any reason. Motion to hire Evan Goodkowsky as a consultant for 10-20 hours per week, based on need, at the direction of a group of Committee members or the Chair at discussed rate. Unanimously approved.

Chairman invites Evan to join the meeting.
- III. Updates
 - a. Select Board presentation (Peter) – Peter updated the Select Board regarding the Broadband Committee’s progress and then introduced representatives of Lincoln County Regional Planning Commission, Island Institute, and Bremen Broadband Committee to present process educational information.
 - b. Marianne will present the remote access petitions to the Board for the upcoming meeting on Wednesday, December 15, 2021. Members should encourage others to participate.

Evan Goodkowsky joins the meeting.
 - c. Evan Goodkowsky – Worked with Matt Lutkus from Damariscotta for broadband expansion. Has worked with Newcastle and Damariscotta on their in-person speed tests and survey of rural areas of the Twin Villages. Also involved in the Twin Village’s “Request for Information” process.
 - d. Twin Villages meeting (Peter & Evan) – Newcastle and Damariscotta put out a request for information to four companies. Tidewater and Spectrum originally submitted interest in creating an engineering plan for the Towns. Spectrum has since withdrawn itself from consideration. The Towns requested information on what they would include in the feasibility study, timeline for completion across the two towns, and level of service to addresses. Peter – Continuing communication with Spectrum. Bill – Still need to know which areas of Nobleboro or addresses are serviced by Spectrum. Peter – Likely will require boots on the ground to do a visual inspection and/or use Spectrum’s general service finder for an initial idea.

- Evan – Likely the desired service of 100/100 was a major impediment for Spectrum to continue with the Twin Villages RFI.
- e. Spectrum Data Request (Bill) – Conversations are continuing.
 - f. Tidewater (Bill/Peter) – Tidewater has provided information in multiple formats and instances that in certain respects conflict, but overall the information is quite helpful. Will inquire further with Tidewater to understand any information that is not corroborated or conflicts. Still need to obtain precise service information for northern ILEC.
 - g. Coalition news (Nate/Evan) – Received an email about a memo on planning grant applications. Connect Maine planning grants are accepting applications now. We have two grant submittal options: Island Institute Planning Grant (turnaround in two weeks) for \$5,000 and Connect Maine Planning Grant. Peter will start working on the Island Institute grant application.
 - h. R&D (Marty) – Peter – Marty is continuing to research and circulated an email about StarLink. Will continue to monitor developments and report to the Committee.

IV. Old Business

- a. Survey status (Bill/Peter)
 - 1. We have received some feedback on survey's presentation but are awaiting comments from other industry representatives. Need to decide on the means of distribution and organization.
 - 2. Peter inquired at the Town office for posted envelopes. No special rate. Possibility of email address was declined to protect Town servers. Peter also reached out to Bob at the Post Office. Peter met with Alan Roberts of Lincoln County of News. Overall goal is to maximize distributions, reaching out to people across many platforms to maximize response rate: social media, mailings, fliers, news articles, Survey Monkey, and links on Town website all could be employed. Asked for a mailer through the newspaper office. They can create the piece of work for us. Discussed options and pricing through Lincoln County News Office. Will inquire about having survey responses coded to ensure we can track for duplicate submissions. Discussed coding the mailing and use of Survey Monkey for aggregating the data and ensure highest rate of return. Evan has gone door-to-door in Twin Villages (about 400 houses) and separately received 66 survey responses. Survey Monkey plans cost approximately \$53/month. Feasibility study would be our next step after the survey work.
 - a. Motion to proceed with surveying as follows, subject to required Select Board approval of funding as provided in Section IV(a)(2)(b) herein: Survey Monkey, mailed survey, social media pushes to Town website and/or Survey Monkey, and follow up with boots on the ground and use Lincoln County News Office. Request that Lincoln County News use buff paper (if free), ledger paper (11x17), #s 9 and 10 internal and external envelope. Intend to submit request and needed information to Lincoln County News

Office just after Christmas so that they can meet our January 6, 2022, deadline. Unanimously approved.

- b. Subject to review by the Select Board, request approval of funding between \$1,500 and \$2,000 for mailing and several months of Survey Monkey fees at approximately \$53/month. So moved. Unanimously approved.
- c. Division of labor
 - i. Peter – Meeting with Select Board regarding any necessary authorization for funding, meeting with Lincoln County Publishing, coordinate with Bill on getting LCP everything it needs to do mailing
 - ii. Marianne – Start drafting press release and fliers (ready for submission by January 3, 2022)
 - iii. Michele – social media posting (ready for submission by January 3, 2022). Also forward to Bill property information for all buildings on Nobleboro parcels to cull addressees.
 - iv. Bill – Lincoln County Publishing and Survey Monkey, producing electronic information for Lincoln County Publishing (ready for submission just after December 25, 2021)
- b. Education Prep (Mark) – *Moved to next meeting due to Mark's absence.*
- c. Remote meeting access citizen's petition and public comment, December 15, 2021, Selectmen's Board Meeting (Marianne) – Discussed above.
- d. Cost for the map - \$150 for addition of utilities on map. Should we incur the cost of having ArcGIS data file added? Evan – Likely will follow the roads, except for some outliers. Nate – Unsure what the value would be to the group, even for the low price. Tabled because the Committee does not need this for now for broadband purposes.

V. Adjourned at 8:36 pm