

TOWN OF NOBLEBORO BROADBAND COMMITTEE

BROADBAND COMMITTEE REGULAR MEETING

August 2, 2021 at 7:00 pm (EST)

Via Zoom

NAMES OF ATTENDEES AND ABSENTEES

Attendees: Peter Gabbe, Nate House, Dave Boring, Michele Hallowell, Bill Silver, Dean Levy, Marty Welt (Quorum present)

Not in attendance: Marianne Pinkham, Richard Spear

ORDERS OF BUSINESS

Time meeting called to order: 6:57 pm

Unfinished Business

None

New Business

A. Agenda

- I. Call to Order at 6:57 pm
- II. Agenda Additional Items – none.
- III. Update on activity (Peter)
 - a. Peter Gabbe attended Lincoln County Regional Planning Committee regarding \$6.7M of ARPA (American Rescue Plan) funds. Towns primarily want to allocate money to sewer, broadband, and water. Gabbe sent a follow up letter asking that broadband be given high recognition and that towns with lower mill rates not be disproportionately penalized due to their efforts to best manage taxes for their community.
 - b. Participated in ConnectMe zoom call.
 - c. Created a contact list for multiple Lincoln County Towns.
 - d. Obtained list from Tidewater of who has broadband based on streets. Given to Bill, who is working on using the data.
 - e. Attended Selectman's Board requesting \$1,500 from the Town, which dovetailed into the grant that requires Town financial commitment.
 - f. Co- authored grant application to Maine Community Foundation with Marianne
- IV. Proposed and Approved Election of Chair, Vice Chair, Scribe¹
 - a. **Chair** –Peter Gabbe
 - b. **Vice Chair** –Nate House.

¹ All named persons were nominated or offered to lead and the group unanimously voted or approved the person to the position.

- c. **Scribe – Michele Hallowell**
- V. Assignment of Key Responsibilities²
 - a. **Outside Agencies** (*Act as contact point for committee; Monitor news pushed by email and report back; Participate in presentations and report back; Point people to work directly on certain aspects of the project*) – ConnectMe, Maine Broadband Coalition, LCRPC (**Marianne Pinkham**), Island Institute, Maine Community Foundation (**Marianne Pinkham**);
 - b. liaison with Town and Town’s attorney (**Michele Hallowell**).
 - c. **Interface with ISP’s** (*Gather mapping info, act as point person in education and report back*)
 - 1. **Bill Silver**. Background includes electrical engineering with work experience at MIT as well as for-profit business.
 - d. Website **Development & Management** (*Orchestrate the development of a website for communication with town and community; Maintain and update content [Marianne has offered to assist once the site has been developed if training is provided]; coordinate with the Town office to get the link.*)
 - 1. Town Clerk updates Nobleboro’s website. We cannot have access to the website. Peter is inclined to develop our own website that we can manage that has a link on the Town’s website. Grant money may be used. Social media – Marianne has offered to do website and social media posts.
 - a. **Marty Welt** will lead development execution process
 - b. **Marianne Pinkham** will manage and maintain the site once built and after training.
 - e. **Mapping Execution** (*Orchestrate the community mapping including “boots on the ground” as necessary*)
 - 1. Bill Silver already has worked with available information and determined that there is not a single source of information. Likely will have to do mapping exercises to ensure that we have a comprehensive map of where and what type of service currently is available Town-wide. Will have to gather and vet current information.
 - 2. Will need comprehensive maps for grant writing and understanding who is served and underserved.
 - 3. Segway Discussion on the goal of the Committee and whether we are going to put broadband on every road of the Town. The mission and the implementation are two separate concepts. Possible mission is for everyone to have access current for federal standards of access, meaning 25 mps down /3 mps up. Based on Town demographics, will need subsidizing.
 - 4. **Dean Levy** –agreed and approved to take the lead. Will coordinate with Bill.

² All named persons were nominated or offered to lead and the group unanimously voted or approved the person to the position.

- f. **Survey Development & Execution** (*Orchestrate the development of our town survey (consult as necessary; Follow through)*)
 - 1. Would like to improve on surveying to use it as a tool for mapping, delivery type and extent of delivery
 - 2. Must identify correct party to use to construct and conduct the survey.
 - 3. Must avoid skewing of survey results based on how we canvas the Town (e.g., email, door-to-door, web link, mailing, etc.)
 - 4. Need to know how much this will cost.
 - 5. **Nate House** agreed and approved to be the point person. Will coordinate with Marianne who has a lot of working knowledge doing this on behalf of the Town.
 - g. **Broadband Initiative Funding** (*Research and monitor funding opportunities [federal, state, regional, APRA, foundation, private donors and donor advised funds]; the lead on or assist with grant proposals: research, writing and proofing*)
 - 1. Maine Community Foundation (“MCF”) – already submitted an application based on Marianne bringing the opportunity to Peter’s attention. Requested \$7,500 from the MCF, but total is \$15,000 with the balance from other sources. All funders want a commitment.
 - h. **Media Releases** (*Compose and distribute to media outlets. Liaison with and make presentations to the Select Board.*)
 - 1. **Marianne Pinkham** will take on this role.
 - i. **Liaison with and make presentations to the Select Board.**
 - 1. **Peter Gabbe and/or Nate House**
 - j. **Interfacing with the other Towns** (*Be in contact with their committees, talking with members, report back to this Committee*)
 - 1. **Peter Gabbe** will interface with Towns
 - 2. **Nate House** will also subscribe to the email/lists for information gathering and dissemination I.e. ConnectMe, LCRPC, Main Broadband Coalition etc.
- VI.** Startup-Funding Proposal (Peter)
- a. Committee asked for every member to donate with a goal of \$1,500 total. Payable to Town of Nobleboro with memo of Broadband Committee and sent to **Peter Gabbe**. Will be earmarked to ensure that the funds are used for this purpose.
- VII.** Next Steps
- a. Speakers for the group - Schedule face-to-face sit down for a couple of hours to have one on one conversations with speakers/leaders of coalitions. Let them start with a presentation and then have a Q&A session. Possibly 6:30 -8:30. Looking at a Monday, Tuesday, or Wednesday beginning September 13, 2021, in the month of September.
- VIII.** Schedule for next meeting – September 13, 2021. If a speaker, we’ll start at 6:30 pm; if not, then a regular meeting at 7:00 pm.

- IX. Additional discussion
 - a. Assessed the Committee members' actual and service and speed of connectivity.
 - X. Assignment for Committee members for the next meeting
 - a. Send Peter Gabbe bulleted questions for our speaker's meeting within the next 72 hours
- Adjourned at 8:04 pm.

CLOSING

Date and time for the Broadband Committee meeting: September 13, 2021, time TBD

Time of adjournment: 8:04 pm

Signatures by the scribe and chairperson

Michele G. Hallowell, Scribe

Peter Gabbe, Chairman

Date uploaded to website: _____