

Union Broadband Committee

**Kickoff Meeting, Nov 16, 2020, 6:30 P.M.
Draft Agenda**

1. Election of officers (chair, secretary)
2. Adjustments to the agenda
3. Formulation of the Committee's objectives (charter)
4. Selection of approach, and initial tasks (open discussion)
5. Initial action items and actionees
6. Date of next meeting

Meeting notes:

3. Committee Objectives

Maybe something like this:

"The Committee's objective is to develop a plan for providing high-speed Internet access throughout the Town that will meet both residential and business needs. The scope of this objective includes both the near-term elimination of current access deficiencies in certain parts of the Town, and the longer-term upgrade of access speeds Town-wide to meet anticipated future needs."

4. Approach and Initial Tasks

We'll probably be in information-collection mode initially.

Things we might want to consider:

- *Talk to other towns that have been through this, and ask about their experiences and accomplishments.*
- *Talk to the current service providers in Union, and request information on their access speeds (actual, not advertised) under a range of circumstances, plus their network and coverage maps within the town and in adjacent towns, and their plans for future extensions and upgrades. (Some of this may be difficult to extract from them.)*
- *Discuss also with current service providers their experiences with other municipalities in jointly seeking out grants to fund infrastructure extensions.*
- *Outreach to the business community regarding their current and future needs and expectations. (Maybe start with the Chamber?) This outreach needs to be an ongoing dialog.*

- *Figure out how to reach out to the residents, to establish a similar dialog. (Do we need our own website, or Facebook page, where we can post information and solicit comments?) The citizen responses to the 2018 survey that Jay sent out a few days ago is an excellent start. This outreach to the residents needs to be an ongoing dialog.*