

MEETING AGENDA

JOINT BROADBAND REVIEW AD HOC COMMITTEE

Town of Brussels, Union, & Gardner. Door County, WI

Date: January 09, 2023

Location: BUG Fire Station #1, 1080 Cty. C, Brussels

Time: 6:00 pm

1. Open Meeting
2. Guest participants: Town of Forestville Board Members
(Possibly wish to join our Collaborative Joint Committee)
3. Review meeting minutes from November 28, 2022 (Approve)
4. Discuss incoming broadband survey distribution responses from tax mailings
5. ISP Contacts Update Information (see Attachment 2)
6. RFI sent out to 10 potential providers (See Attachment 3)
7. Amendment to Assessment Criteria (Approve)

RAISED QUESTIONS from ISP REGARDING ASSESSMENT CRITERIA REQUIREMENTS (See Attachment 1)

- Line 10 – Subscription Rates (who governs these rates)?
- Line 14 – How long will subscription rates be locked in for?
- Line 46 – What is road miles assumption?
- Line 48 – Estimated cost/month for service and bandwidth?
- Line 54 – Are monthly costs guaranteed?
- Line 56 - Copy of other Town Contracts? (Door County Fibernet does have some of these and can provide them and more as they become available)
- Line 58 – Explain contractor chain, who do they use, supervision?
- Line 60 – Are they or contractors members of Fiber Optic Association Inc.?
- Line 64 – Assume bonding?
- Line 68 – Timing and supply chain?

8. Update joint town boards of progress status
9. Public Service Commission coverage maps for our areas. (Get detailed information for our areas)
10. Educating the Public: (**Report furnished to the County of Door by: Finley Engineering CCG Consulting**)

We saw a huge amount of interest from the public as they participated in this assessment. You should determine the best way to inform the public of the results of this report and gain support for moving towards a broadband solution. One important aspect of community engagement is to provide useful information to the public to help them better understand broadband issues.

It also means providing basic information that explains broadband in ways the public can understand. We've seen communities tackle public education in some of the following ways.

- a) **Publish this Feasibility Report.** While not a lot of people will wade the whole way through a report of this size, it has been written for the layperson. (Can this be done on the towns websites)?
- b) **Hold Public Meetings.** Meetings can be held to explain the results of this report, or meetings could be more generic and be aimed at explaining the broadband issues. It's worthwhile to have elected officials at public meetings to directly hear the kinds of issues that households have due to the lack of broadband. It's vital to advertise heavily to drive attendance at meetings. CCG and Finley Engineering have been to a community meeting where only one resident attended and to other meetings that were standing room only in a large room.
- c) **Broadband Website.** Many communities that are looking for broadband solutions create a broadband web page. Such a page can be used to educate as well as inform. For example, a common educational feature is to have a lengthy section with responses to "Frequently Asked Questions." It's important that if you create a broadband website that you keep it current. You want the public to think of this site as a resource.
- d) **Gather a List of Broadband Proponents.** One valuable tool is to create a database of local broadband proponents – citizens who say they support fiber. Having a list of emails, home addresses, and phone numbers can be useful when you want to ask for public support for specific tasks or want to notify people of upcoming meetings.
- e) **Broadband Newsletter.** Cities often create a newsletter dedicated to broadband. These newsletters are aimed at educating the public on topics related to broadband and to keep the public informed on the progress of the effort to get better broadband.
- f) **Outreach Meetings.** One of the most successful ways to reach the public is what CCG calls outreach. This means sending a spokesperson to meetings of local organizations to talk about better broadband. This can be any sort of group – PTAs, church groups, service organizations, youth groups, etc. Most organizations will allow time for a short presentation. It's vital to have a prepared presentation to get across whatever message you want the public to know. These outreach meetings are best done by those who are strong broadband proponents – this could be one of the tasks assigned to a Broadband Task Force or given to willing volunteers

11. Next meeting date: January 16, 2023 (go over RFI Returns), (Grant possible time extensions)

Meeting Minutes from November 28, 2022

- ❖ Open Meeting at: 6:00 pm
- ❖ Attendance: G-Jon Koch, G-Kevin Fleischman, G-Adam Weldon, B-Joe Wautier, B-Dean Gerand, B-Joel Daoust, U-Don Pydo, U-Jeff LeGrave, U-Stephanie Atkins
- ❖ Introduce new committee member Stephanie Atkins
- ❖ Select Joint Committee Chairman. Motion by Joe Wautier, second by Jeff LeGrave to nominate Jon Koch as Chairman. All in favor: G-Kevin Fleischman, G-Adam Weldon, B-Joe Wautier, B-Dean Gerand, B-Joel Daoust, U-Don Pydo, U-Jeff LeGrave, U-Stephanie Atkins **motion carried.**
- ❖ Select Joint Committee Vice Chairman. Motion by Jeff LeGrave, second by Joe Wautier to nominate Don Pydo as Committee Vice Chairman. All in favor: G-Kevin Fleischman, G-Adam Weldon, B-Joe Wautier, B-Dean Gerand, B-Joel Daoust, U-Don Pydo, U-Jeff LeGrave, U-Stephanie Atkins **motion carried.**
- ❖ Review survey totals from the November 8th, 2022, election
- ❖ Review ISP Contact information sheet
- ❖ Review and include additional criteria to the broadband/ISP assessment requirements list
- ❖ Draw up Request for Information (RFI) letter and completed Internet Service Providers (ISP) assessment requirements list, for mailing to potential ISPs.
- ❖ Set next Meeting Date: Tentative for January 09, 2023, at BUG Fire Station #1, 6:00 pm start time. (Possibility for Zoom Meetings)
- ❖ Meeting Adjourn: 7:40 pm

Respectfully Submitted:

Jon Koch

Chairman/Joint Broadband Review Ad Hoc Committee

ATTACHMENT 1

RAISED QUESTIONS REGARDING ASSESSMENT CRITERIA REQUIREMENTS

- Line 10 – Subscription Rates (who governs these rates)?
- Line 14 – How long will subscription rates be locked in for?
- Line 46 – What is road miles assumption?
- Line 48 – Estimated cost/month for service and bandwidth?
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- Line 56 - Copy of other Town Contracts? (Door County Fibernet does have some of these and can provide them and more as they become available)
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- Line 60 – Are they or contractors members of Fiber Optic Association Inc.?
- Line 64 – Assume bonding?
- Line 68 – Timing and supply chain?

On 12/22/2022 questions came up on the above line items on our Assessment Criteria Requirements from Nsight/Cellcom.

- What is the difference between lines 10, 14, 48, & 54?
- Clarification of lines 46, 58, 60, 64, & 68

I have spoken with Jessica Hatch on these line items and received some clarification. As to **Line 10**, she says the subscription rates are governed by the ISPs based on speed connection, bandwidth and terms of agreement and would be spelled out when the time comes for an RFP to be submitted.

Line 14, 48 and 54 seem to be overlapping questions that are all related to the monthly subscription and billing. Lines 14 and 54 are very similar, whereas line 48 is a bit more open ended, and really is to determine the subscription costs and speeds.

Line 46 deals with ISP road miles assumption they use to build out our municipality(ies) and what they are seeing from the high level to begin with when they are looking at the area. The towns can check this answer against what we have for road mileage in our areas. Jacksonport used this to check the accuracy of what the quotes came back from the ISPs. Once we issue the RFP, we will include the road mileage we have, to get more accurate quotes.

Line 56, Copy of other town contracts, Door County Fibernet does have some of these and can provide them and more as they become available.

Line 58, Explain contractor chain, who do they use, supervision?

Line 60, Are they or their contractors members of Fiber Optic Association Inc. Jessica says the question here is, can they meet the Federal Workforce guidelines outlined to accept grant funding.

Line 64 Assume Bonding, Jessica thinks this was based on information from one of the ISP's and how they bond in their public/private partnerships. She says this is rare, and thinks it was to get back information on the funding mechanisms the ISP will want to use or discuss in the partnership and do they bond or do they not bond. She believes there is only one ISP currently that does this, but there was interest in getting the answer and information on this. If we require this, take into consideration that it may prolong the work or negate potential partnerships.

Line 68 Timing and supply chain is there to determine what their process is for supply chain and workforce for this work, what they are seeing for timelines on these issues etc. Especially any carrier grade equipment used in their work and what the reality of this is currently. It is not going to get better; it is going more challenging. What's the reality of this? Some of the municipalities have chosen to move forward with work regardless of grants or not because in the long run the costs will keep going up and they don't want to wait because of that.

ATTACHMENT 2

INTERNET SERVICE PROVIDER CONTACT INFORMATION 2022

COMPANY	CONTACT	EMAIL	PHONE	NOTES
AT&T	Robyn Gruner	Rt7258@att.com	920-749-8339 or 920-202-4228	Regional rep is in Appleton
Bertram Communications	Sarah Lawrenz	Sarah.Lawrenz@BertramCommucations.com	920-351-1023 x103 or 920-447-9267	Random Lake & Baileys Harbor
Brightspeed	Josh Motzer	Josh.motzer@brightspeed.com	614-312-1404	Purchased Century Link assets. Answer from him was Door County was not in the first round of builds through 2023.
Bug Tussel	Steve Schneider	Steve.Schneider@bugtusselwireless.com	920-662-3063 or 920-202-2390	Green Bay partnership with AT&T
Charter/Spectrum	Mike Hill	mike.hill@charter.com	715-833-7384 or 715-456-9956	Altoona, WI
Frontier Communications	Allison Ellis	AE4268@ftr.com	240-353-4702	Current contact/will be hiring a new regional rep
Hometown Fiber	Marlena Pfeiffer	marlena@yourhometownfiber.com	319-440-6786	Minnesota
Lit Communities	Dexter General	dgeneral@litcommunities.net	301-704-3805	Based out of Ohio
Nsight/Cellcom	Bob Webb	broadband@cellcom.com	920-676-9324	Green Bay, WI
Stupp Fiber	John Stupp III	johnstupp@stuppfiber.com	314-544-7520 or 314-791-0733	Bowling Green, KY

ATTACHMENT 3

RFI SENT TO ISP

COMPANY	CONTACT	EMAIL	DATE SENT	NOTES
AT&T	Robyn Gruner	Rt7258@att.com	12/16/2022	Responded 12/16/22 inquired about extra time because of holidays
BERTRAM COMMUNICATIONS	Sarah Lawrenz	Sarah.Lawrenz@BertramCommunications.com	12/16/2022	Responded 12/19/22
BRIGHT SPEED	Josh Motzer	josh.motzer@brightspeed.com	12/16/2022	Responded 12/16/22
BUG TUSSEL	Steve Schneider	Steve.Schneider@bugtusselwireless.com	12/16/2022	
CHARTER/SPECTRUM	Mike Hill	mike.hill@charter.com	12/14/2022	
FRONTIER COMMUNICATIONS	Allison Ellis	AE4268@ftr.com	12/16/2022	
HOMETOWN FIBER	Marlena Pfeiffer	marlena@yourhometownfiber.com	12/14/2022	
LIT COMMUNITIES	Dexter General	dgeneral@litcommunities.net	12/14/2022	Responded 12/14/2022
NSIGHT/CELLCOM	Bob Webb	broadband@cellcom.com	12/14/2022	Responded 12/14/2022
STUPP FIBER	John Stupp III	johnstupp@stuppfiber.com	12/14/2022	