

Date: Tuesday, August 26, 2014

Time: 7:03 - 8:05 PM

Place: Third floor meeting room at City Hall

Present: Karen Spencer, Ryan Sawyer, Tom Manning, Robert McGillivray

Absent: Grant Harris, Geoff Bradford

Also Present: Alex Sanfilippo (Cape Ann Cable TV videographer)

Summary: Discussed next steps, which included action items to schedule meetings to clarify/cement City buy-in and share information.

Decisions/Votes:

1. Vote to accept minutes from May 27, 2014 meeting
Approved unanimously
2. Karen will arrange a mtg with Mayor for clarity on broadband in city strategy.
Approved unanimously

Action Items:

1. Karen will arrange a meeting with the Mayor, Carolyn Kirk, to ensure that there is a clear message to all levels, that pursuing a telecom plan is part of the city strategy. Ryan said it is important to specify what the grant money will be spent on, such as analysis for getting a middle-mile network. Other persons, such as Tom Gillette may be included.
2. Karen to send out the date/time/place of the Newburyport networking (Fiber Forums) meeting.
3. Karen will send the contact info for the representatives of other towns involved in the cable contract.
4. Tom to follow-up with Geoff and Steve Cefalo on the offerings from Comcast (Gloucester compared to Beverly) in preparation for contract negotiations.

Details:

1. Ryan went over his action item of reaching out to Endicott College. Didn't get connected due to summer schedules. Have not received any response from Directors at Applied Materials (Varian). Directors are located in CA, not Gloucester.
2. Bob asked if new conduits are being installed in the Stage Fort infrastructure work.
3. Karen discussed the city agreement for an EDA grant to do an assessment on adding networking capabilities. Karen reported that there seemed not to be a clear order at all levels to get the grant in October processed. The new administrator, Sal Di Stefano, is busy on-boarding and has not had time to meet with Karen.
4. Karen described that Newburyport is having a meeting in the 2nd week of September (date TBD) on increasing their networking options. They have a fiber committee, "Fiber Forum" separate from their Cable TV committee, including some of the same people. Ari Herzog is the main contact.

5. Karen reminded the team of her mtg with the other Cape Ann administrators on March 10th: hire a lawyer to represent all towns, and have one person from Gloucester on the group. Town admins each suggested a citizen rep. At that time, Jim Duggan insisted he'd be the Glo rep. Karen suggests that a city employee should NOT be the rep per law, and someone or two from our committee should be in attendance for any regional mtgs. Bob said that all members of the Gloucester Cable Advisor committee participated in previous 2 negotiations. The Glo group invited the other towns reps (Essex, Manchester and Rockport). Anticipate that the regional meetings will begin in Sept or soon thereafter for negotiating the Comcast contract, including the lawyer. Tom volunteered to go to meeting w/ Ryan as a back-up if it's not all inclusive of ALL our committee. TBD with Mayor.
6. Discussion about how the new contract should include quality of service (QoS), specifically service availability, since QoS for TV programming can be leveraged for data plan services.
7. Discussion on Investigating if 911 service is maintained if the Comcast service is terminated.
8. Edited our one page position statement.
9. Wait to the next meeting for Grant's action item on re-writing the permitting process.
10. Team agreed, although missing Grant & Geoff, it was a good synch up meeting.

Next Meeting: To be determine, but potentially Tuesday, Sept 23; 7 PM; Third floor meeting room at City Hall

Attachments: One page position statement.

Submitted By: Tom Manning

*“Any economic development this century has to include technology, and technology requires a robust and scalable connectivity infrastructure.”
~ Gloucester Cable TV Advisory Committee, 2014*

Purpose & Benefits:

- I. Attract New Industry:
 - Position Gloucester, Cape Ann, the Gold Coast to be on par with the newly installed MA 123 and Open Cape broadband infrastructure.
- II. Workforce Development:
 - Transition displaced workers from the fishing industry to good paying fields.
- III. Economic Development:
 - Establish an economic foundation based on 21st century technology.
- IV. Public Good:
 - Improve communications in emergency situations.
 - Improve educational opportunities.
 - Improve hospital services.
 - Increase options to residents.

Regional Plan:

Gloucester is the largest economic municipality on the “Gold Coast” between Manchester and the NH border. Most of the grants have been given to regions. The other Cape Ann town administrators are supportive. Newburyport is also currently wrestling with this same dilemma, holding “Fiber Forums.” We have reached out to them, and they are interested in any solution to the current limited broadband options.

Proposal:

We propose that we (city or city non-profit) solicit grant funding for technical and strategic analysis of broadband possibilities. Address geographic specific bandwidth, reliability and redundancy issues:

- A. Areas to Pilot in Gloucester
- B. Achievable Steps
- C. Sustainability and Thrivability

Operational Objectives: Route diversity, scalability, extensibility, quality of service, availability, and affordability.

Behavioral Objectives: Business growth, job creation, improved public safety, increased education and training opportunities, and new industry.

Resources:

- CTC Technology & Engineering - Serves the Public Sector. <http://www.ctcnet.us/what-we-do/>
- Gigabyte Communities Paper: <http://www.ctcnet.us/wp-content/uploads/2014/01/GigabitCommunities.pdf>

Needed:

- 1. Consensus that this is worthwhile
- 2. City or Non-profit ownership for initial grant, and ultimate solution
- 3. Anchor Institution buy-in

Other Initiatives:

- 1. Leverett MA is installing Fiber to Home (FTH), now. [Click here](#) and [here](#).
- 2. New England Board of Higher Education on Gigabyte Innovation. [Click here](#)
- 3. [Cape Net](#), [Mass Broadband 123](#), [Network NH Now](#), [Maine Fiber projects](#).