

**Date:** Thursday, November 20, 2014

**Time:** 7:05 - 8:20 PM

**Place:** First floor meeting room at City Hall

**Present:** Grant Harris, Tom Manning, Karen Spencer, Geoff Bradford (7:18 arrival)

**Absent:** Ryan Sawyer, Robert McGillivray

**Also Present:** Bob Bowles

**Summary:**

Reviewed city activity on permitting update being driven by John Dunn (CFO), Cape Ann CAC meeting led by Sal diStefano with Bill Hewig, esq., and progress on regional opportunities for expanding our broadband opportunities. Mayor Kirk has approved our strategic "Blueprint" for regional broadband and is supportive of using OpenCape as a fiduciary receiver pending CAC vote to that effect (see attached).

**Decisions/Votes:**

1. Vote to accept minutes from Sept 25, 2014 meeting.  
*Approved unanimously*
2. Vote to pursue a relationship with OpenCape as a possible fiduciary receiver of any grant monies to be used for improvement of broadband access in Gloucester and neighboring Cape Ann and Newburyport communities.  
*Approved unanimously*
3. Our 2015 Roadmap is to focus on funding technical analysis of broadband the first half of the year and focus on the contract details the second half of the year.
  - A. Geoff will be reviewing the [Open Cape presentation](#) and begin making calls to find out what grants might apply to Gloucester. Karen will assist.
    - Finding appropriate grants to fund a technical analysis is the next gate post.
    - Finding resources to help us with that process is step 1.

**Pending Items:**

1. Draft of advisory memo to the city re city contract (WIP, Tom Manning)

**Details:**

1. Cape Ann CAC (from Tom Manning)
  1. Sal diStefano was elected chair of the Regional CAC which will meet quarterly. Although our group does not have an official seat on this group, Tom will be attending so as to ensure transparency.
  2. Tom reported that the Cable TV attn. advised there are 3 things to be done before the contract renewal:
    - A. Hold a Public Hearing
    - B. Write a city Business Plan
    - C. Conduct a Survey
  3. The amount of money that goes to PEG seems to be the predominant concern
    - Grant mentioned that the last time, the city opted to accept less money for PEG, because accepting a bigger percentage results in the cost being passed along to residents.
2. Committee all agreed with Tom that Service Level Agreements should be #1 for our community, i.e. outage redress. Local service options is a close second, especially since the Beverly office is apparently moving further south.
3. Permitting (from Grant Harris)

**Submitted By:** Karen Favazza Spencer

- A. John Dunn, the city CFO, is driving the process and has instituted an every other month schedule for communication.
  - B. Police, Fire, DPW, Schools, City IT, City Council "Special Permitting Committee", etc. are all involved.
  - C. Cell towers, legal ordinances, engineering studies, carrier options, etc. are all on the table. DPW is in favor of "dig once" protocol, but still pending articulation.
  - D. John Dunn has designated an analyst to assist in the review and organization of this data.
4. Grant reported that Comcast has signed the contract to move from Spooner Tunnel to Conduit. Verizon is still negotiating. No anticipated service interruption. It may happen this month, or be delayed till spring, pending node clean-up.
  5. [Newburyport Fiber Forum](#) was a positive event, that provided Karen, Tom and Ryan with the opportunity to network with interested parties and identify possible opportunities.
  6. Karen reported on conversation with Dan Vortherms, CEO Open Cape
    - A. OpenCape board is interested.....
      - Dan will have follow-up conversation with counsel.
      - Requires MOU.
      - Who are we doing this in conjunction with?
      - Defines the statement of work?
    - B. Who signs off?
      - Just Gloucester?
      - Paper trail?
    - C. Dan will look at their initial statement to pattern.
    - D. OpenCape can be the conduit and/or consultant.
      - Needs to keep a watch on their counsel cost
    - E. The work development end is critical.
      - Just getting local ISP or two established is a job creator.
      - Review can have a broad approach for economic benefit.
      - Evaluation of opportunities.
    - F. Social Impact bonding model has different type of Rate of Return, and applies.
      1. Social Impact Bond, aka Social Benefit Bond: Contract with the public sector in which a commitment is made to pay for improved social outcomes that result in public sector savings. They encourage innovation and tackle challenging social issues.
      2. In August, 2012, Massachusetts became the first state in the nation to use a competitive procurement process to secure social innovation financing for social services, under this concept, promoted and funded in 2012 by Pres. Obama.
  7. Geoff emphasized that the current FCC discussions are around "doing what's right for 5, 10, 15 years from now, not for today or 5 years ago." Very much on point for what we are attempting to do.

**Next Meeting:** TBD - Jan and Feb meetings will be scheduled at 1PM on a Saturday to avoid commuter rush hours in stormy weather. No meetings for Dec.

**Attachments:** Mayor Kirk's approval.

**Submitted By:** Karen Favazza Spencer

**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 *CAR 11/12/14*
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.