

**TOWN OF WILBRAHAM**  
240 Springfield Street  
Wilbraham, Massachusetts 01095

Tom Newton  
Felix Zayas  
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Mat Nelson



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**WILBRAHAM BROADBAND ADVISORY COMMITTEE MEETING**  
**Thursday, January 12th, 2023, at 6:00P.M.**  
**AGENDA**  
(Posted 1/9/23)

**This meeting will be conducted virtually via Go To Meeting**  
**To join this meeting from your computer, tablet or smartphone, please visit:**

<https://meet.goto.com/810748749>

**You may also dial in using your phone:**

United States (Toll Free): [1-877 309 2073](tel:1-877-309-2073)

United States: 1-646-749-3129

**Access Code:** 810-748-749

1. Review/amend/accept minutes from meeting on 12/15/22
2. EntryPoint Networks update
  - a. Digital Access Plan
    - i. Strategic next steps
    - ii. General updates
3. Government/Admin updates: Susan Bunnell/Nick Breault
  - a. Digital Equity Grant application
    - i. Draft review/discussion
    - ii. Next steps
  - b. RFP process update (i.e., Owner's Project Management firm)
    - i. Review and/or approval of final draft
  - c. MA Broadband Study/Coalition
4. Official document repository
5. Committee Annual Report draft
  - a. Review/amend/approve
6. Marketing/PR; topics include:
  - a. Public/media outreach initiatives
  - b. Swag/promotional items
  - c. Brochure draft
  - d. Promotional kiosks
  - e. Logo/branding contest
    - i. Request review of issues re: legalities/liabilities/rules via Town Counsel

- f. Website (<https://www.wilbrahamfiber.com>):
    - i. John Boudreau's blog submission
      - 1. Review/amend/approve
    - ii. FAQ updates
    - iii. BOS welcome letter on homepage (update)
  - g. Official Committee (Town) site/page (<https://www.wilbraham-ma.gov/367/Broadband-Advisory-Committee>):
    - i. Request to IT for general guidance/instructions has been submitted to IT
    - ii. Pending IT's direction, Biff Simpson to update/maintain page
- 7. Other business (for topics not reasonably anticipated 48 hours in advance of meeting)
  - 8. Open session
    - a. Citizen's open forum
  - 9. Ongoing meeting schedule
  - 10. Adjournment