

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

Tom Newton  
Felix Zayas  
John Boudreau  
Biff Simpson  
Mat Nelson



Phone: (413) 596-2800  
FAX: (413) 596-9256  
broadband@wilbraham-ma.gov

**WILBRAHAM BROADBAND ADVISORY COMMITTEE MEETING**  
**Thursday, February 23rd, 2023, at 6:00P.M.**  
**AGENDA**  
(Posted 2/21/23)

**\*DUE TO UNFORSEEN CIRCUMSTANCES, THIS MEETING HAS BEEN CANCELLED\***

**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/126533309>

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

Access Code: 126-533-309

United States (Toll Free): +1 (877) 309-2073

United States: +1 (646) 749-3129

1. Call to order
2. Review/amend/accept minutes from meeting on 2/8/23
3. Government/Admin updates: Susan Bunnell/Nick Breault/Town Counsel
  - a. Digital Equity Grant application
    - i. Status update (if available)
    - ii. Response status to Dave Sanders related e-mail
  - b. RFQ process update (i.e., Owner's Project Management firm)
    - i. Review/discuss Committee Member suggested revisions to Digital Access Plan
      1. Recent Spectrum rate increase may not be reflected within (now \$79.99/mo. for 100/10 service)
    - ii. Respondent update
    - iii. Next steps
  - c. Impending Town Counsel discussion
    - i. Confirmation of Atty. Winner's attendance
    - ii. Final call for Member suggested topics/questions
4. MA Broadband Coalition
  - a. General update
5. Marketing/PR; topics include:
  - a. Brochure

- i. Review/vote on final content/verbiage
    - ii. Determine initial order quantity
  - b. Public outreach initiatives:
    - i. Town Meeting (Monday, May 15<sup>th</sup>?)
      - 1. Facilitation/participation update
        - a. General items/supplies discussion
  - c. Swag/promotional items
    - i. Initial order update
  - d. Website (<https://www.wilbrahamfiber.com>):
    - i. Blog submission (John Boudreau)
      - 1. Future topics/submissions
      - 2. Updated FAQ's
  - e. Reminder Publications interview/article
  - f. Hampden-Wilbraham Times Article
- 6. IT Related
  - a. Official Town/Committee website/page (<https://www.wilbraham-ma.gov/367/Broadband-Advisory-Committee>):
    - i. Status update
  - b. Official document repository
- 7. Other business (for topics not reasonably anticipated 48 hours in advance of meeting)
- 8. Open session
  - a. Citizen's open forum
- 9. Next meeting; Thursday, March 9<sup>th</sup>, @ 6:00pm (virtual)
- 10. Adjournment