

**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, March 23rd, 2023, at 6:00P.M.**

**AGENDA**

(Posted 3/20/23)

**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/575736301>

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

Access Code: 575-736-301

United States (Toll Free): 866-899 4679

United States: (571) 317-3116

1. Call to order
2. Review/amend/accept minutes from meeting on 3/9/23
3. Government/Admin updates: Susan Bunnell, Nick Breault
  - a. Digital Equity Grant update
  - b. Owner's Project Manager: RFQ update
  - c. Digital Access Plan:
    - i. Review/discuss Member suggested revisions (as submitted to Nick)
      1. Ensure recent Spectrum a la carte rate increase is reflected within (now \$79.99/mo. for 300/10 service)
    - ii. Next steps
  - d. Impending Town Counsel meeting (Attorney Winner)
    - i. Potential meeting date
  - e. MA Broadband Coalition update
  - f. Promotional/Marketing funds update
4. Marketing/PR; topics include:
  - a. Brochure
    - i. Review/vote on final content/verbiage
    - ii. Determine initial print quantity
    - iii. Inserts: Water bills, Census or both?
  - b. Public outreach initiatives:
    - i. Town Meeting (Monday, May 15<sup>th</sup>)
      1. Facilitation update (schedule; items/supplies, etc.)
    - ii. Peach Festival: 6/17 from noon – 6:30pm

- iii. Fountain Park concerts update
- iv. Farmer's Market update
- v. Election dates in 2023?
- c. Dedicated Committee Calendar (Google based)
- d. Swag/promotional items
  - i. General update
- e. Website (<https://www.wilbrahamfiber.com>):
  - i. Updated FAQ's
- 5. IT Related
  - a. Official Town/Committee website/page
  - b. Official document repository
- 6. Other business (for topics not reasonably anticipated 48 hours in advance of meeting)
- 7. Open session
  - a. Citizen's open forum
- 8. Next meeting; Thursday, April 6<sup>th</sup>, @ 6:00pm. Location: TBD
- 9. Adjournment