



## Shutesbury Broadband Committee Annual Town Report, Fiscal Year 2018

July 1, 2018 through June 30, 2019

Prepared by Gayle Huntress and Jim Hemingway

*Note: Each month the Broadband Committee had a focus area; the bullets for each month summarize the key activities the Committee engaged in and discussed each month. There were 1-3 meetings each month; please see the Shutesbury Broadband Committee website for detailed notes on each meeting.*

July 2018

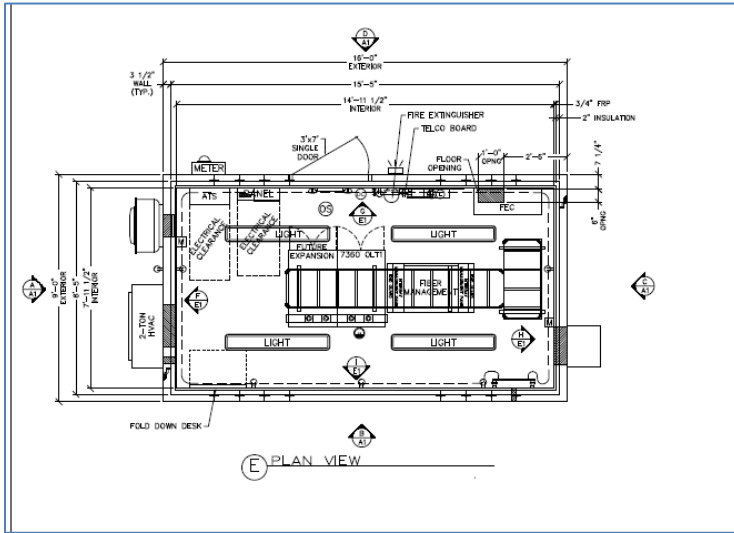
- Townwide evaluation and field visits for all homes with underground utility service (Conduit Evaluation)



August 2018

- Released construction bid for project
- Completed specifications and order for electronics building

- Released RFP for ISP/Network Operator bids

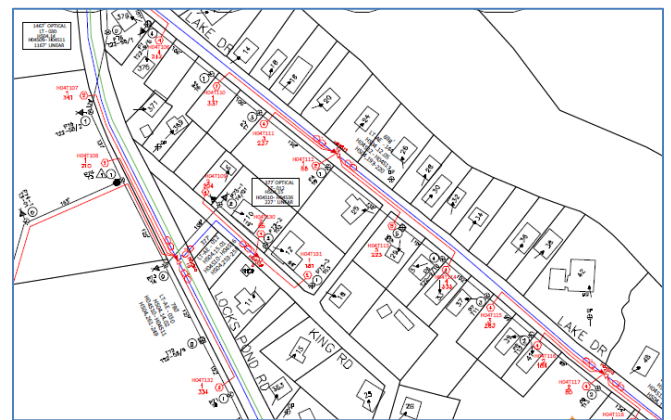
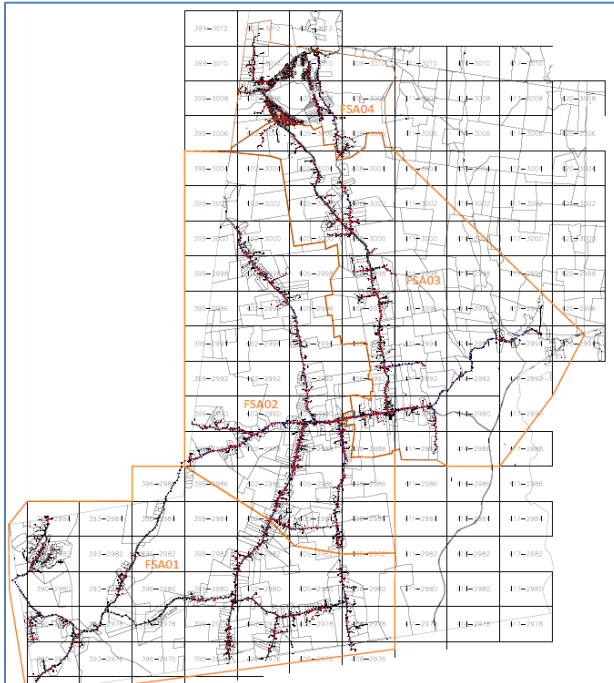


September 2018

- Review of construction bids and acceptance of TriWire as winning bidder
- Continuing Make-ready work and work with State Officials
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October 2018

- Final touches put on Engineering design



November 2018

- Site work completed at Town Hall to prepare for electronics building
- Final push of Make-ready with help of State Officials
- Crocker Communications chosen as winning bidder for ISP/Network Operations



Pad filled, level and ready to accept installation of the electronics building!

December 2018

- Created professional project coordinator position for upcoming 2019
- Hired current MLP Manager to fill role

- Make-ready complete notification received – finally!!



January 2019

- Make-ready ride-out verification complete
- Strand construction started
- Launched townwide logo contest to design our new ShutesburyNet brand





February 2019

- Electronics building “hut” installation



The crane!



Yup, it's level!

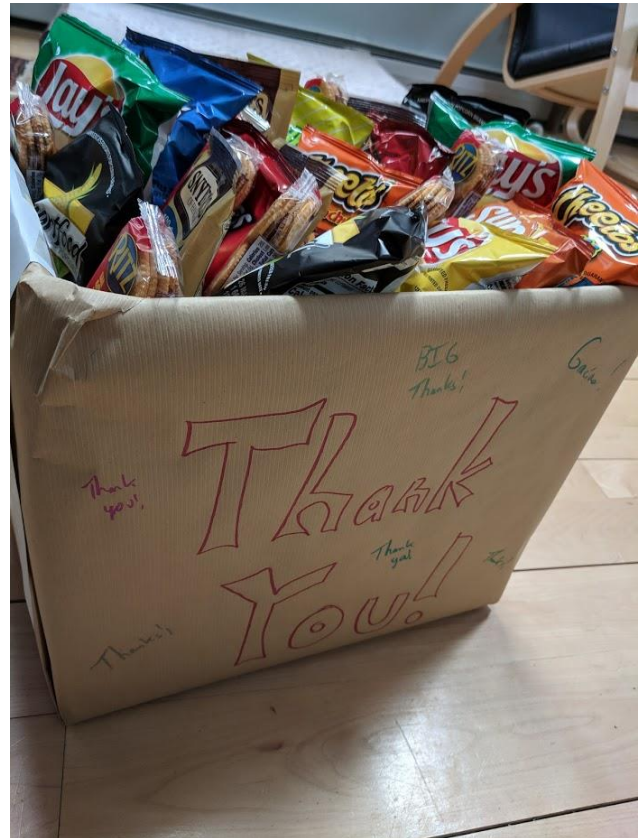
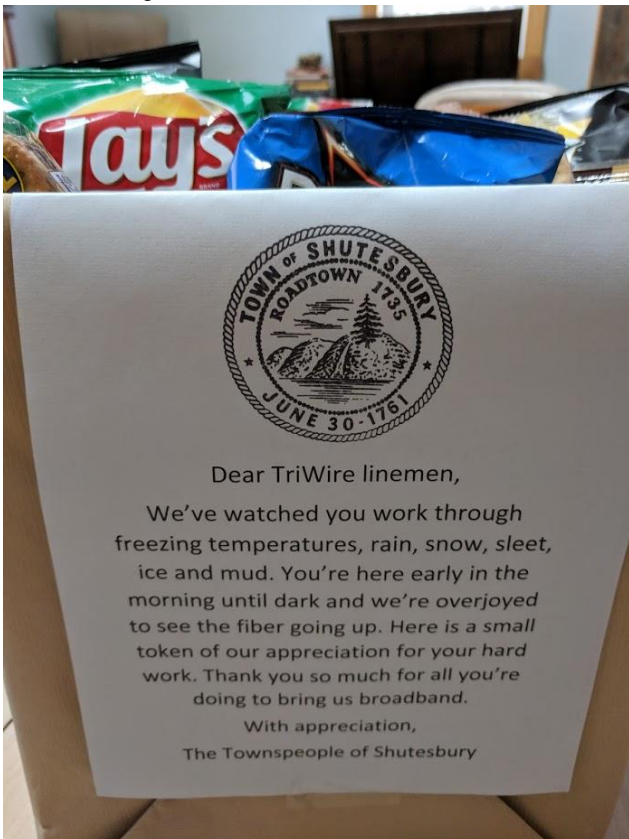


The hut arriving and being lowered into place



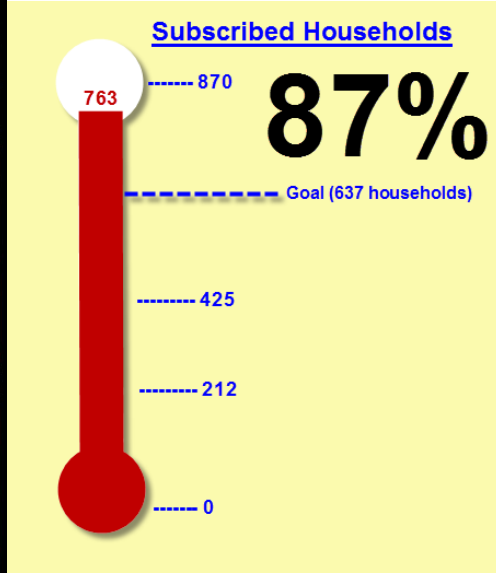
## March 2019

- Special town meeting to create five-member MLP Board
- TriWire Linemen work through freezing temperatures and an especially challenging mud season.
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## April 2019

- Launched very successful subscriber campaign for Broadband sign-up
- Activities included email campaigns, direct mailings, banner advertisements in the center of town, posted flyers and word-of-mouth
- Reached 87% take rate by end, exceeding goal by 12%



May 2019

- Expected Enterprise Fund budget presented at Town Meeting, accepted
- Equipment delivered for home installations. 750 routers!
- Electronics Hut outfitted

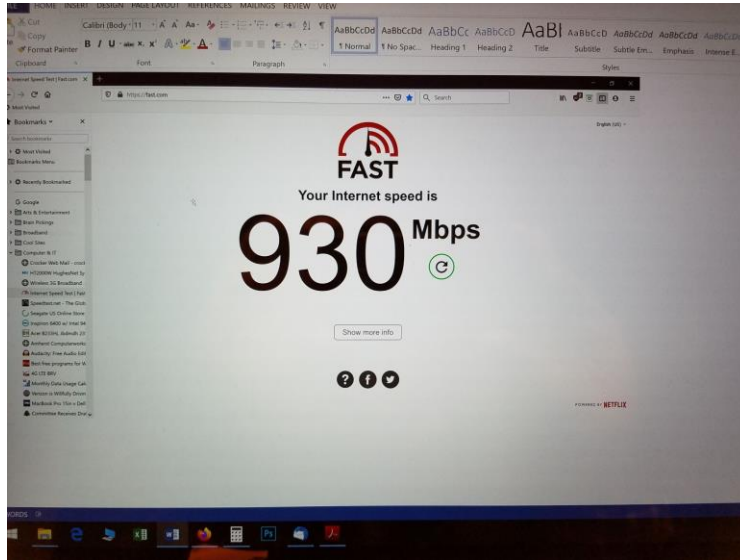




June 2019

- All 42 miles of mainline distribution network constructed
- Fiber testing and verification process started

- Town Library and first homes in Lake Wyola area connected to new network



We did it!