

Lubec Broadband/Fiber Working Group Meeting

September 1, 2022. 2:00 PM

Members Attending: In person & Zoom: Martha Howell, Rachel Rubeor, Denise Dalton-Rule, Ben Levek, Renee Gray, Nancy Harrison and Rhonda Welcome.

Reviewed and accepted minutes from previous meeting, August 18.

- I. Financial Issues
 - Suzette will track all grant funds and spending.
 - It is possible to use ARPA funds provided Select Board approves.
 - Connect Maine grant (\$1,700 is the balance) could be used to pay for inserts in tax bills, ads in papers or other purposes.

- II. Grant Applications to Connect Maine Authority (anticipated in October) and Island Institute
 - For all future Broadband/Fiber Working Group meetings, invite Mark Ouellette/Axiom.
 - Mark has encouraged us to write a narrative of how Town of Lubec has engaged community in broadband/fiber process. Some content from Island Institute application being developed and content from SCEC Resiliency project can be used.
 - Rene will send a copy of summary from Comprehensive Plan survey and Resiliency summary project to Mark/Axiom.
 - Working group members were asked to review draft application prepared by Ben and provide comments.

- III. Conversations with Other Towns/Consultants
 - Martha received contact information for marketing/communications firm (Emery Group) used by Leeds. We may contact them to explore their interest in responding to RFP if Lubec is awarded Island Institute funding.
 - Nancy & Martha had phone conversations with 2 prospective consultants that may be considered for Lubec Representative for Broadband/Fiber Buildout. John Dougherty/Mission Broadband and Brian Lippold/Casco Bay Advisors. It is estimated each would charge approximately \$50,000 which can be written as a line item into

Connect Maine project budget. Both consultants encouraged Lubec to also be represented by attorneys in contract development with Axiom. They suggested 2 firms: Rudman Mitchell and Jenson Baird. Martha and Nancy were impressed with both prospective consultants and preferred John Dougherty/Mission Broadband. Also, Howard Small/Grand Manan will be contacted to gauge his interest in this role.

- Since no one in Lubec Working Group has expertise, the group feels inclined to contract with a consultant as a Project Representative during design, construction and contracting. They would also provide oversight during construction.
- Martha will contact Emery Group to learn more about their marketing/communications capacity. Jen Peters/SCEC has a data base of prospective marketing/communication consultants. Denise will contact SCEC to discuss possible referrals.

IV. Information Sheet / Community Meetings

- Martha will revise the existing information sheet to provide updates.
- Rene has added a “Lubec Broadband/Fiber Initiative” section for town website.
- There was discussion of the need to develop a unique logo for Lubec broadband/fiber initiative.
- Martha will distribute a revised Information Sheet to Working Group & Influencers.
- The next Community Information meeting is September 14 at 5 PM and will include representatives from Island Institute, and Maine Broadband Coalition, pending confirmation. Live stream on internet will be an option as well as recording so it can be viewed later.
- A paid ad will be placed in Quoddy Tides – due by Tuesday 9/6 – for the 9/14 meeting, if we have confirmation in time.
- A suggestion for Lubec residents to each provide a short presentation on importance of broadband/fiber will be postponed for a future meeting. Several suggestions were offered including a person working from home from an area without good internet support, representatives from Medical Center, School (one suggestion was middle school students), and LCOC will be considered.

V. Miscellaneous

- Martha will revise all printed material to reference Fiber Broadband, rather than only broadband.
- FAQ – needs to be revised and placed on Town website. Martha will do this and send to Working Group.
- Pre-Subscribers – Residents are encouraged to sign up or send e-mail to indicate they are an interested person in potential broadband/fiber subscription. There will be no obligation and we need to show community interest as part of Connect Maine application.

NEXT MEETING: THURSDAY, SEPTEMBER 15, 2 PM