

TOWN OF LIBERTY GROVE PUBLIC MEETING

Technology Committee

Date: Monday, August 15, 2022

Time: 7:00 pm

Place: Liberty Grove Town Hall, 11161 Old Stage Road

Agenda:

1. Call to Order
2. Roll Call
3. Approve Agenda
4. Approve Minutes: 7/18/2022
5. Public Input
6. Project Status Reports:
 - a. Business Continuity Project
 - b. Broadband Information on Town Website
 - c. Northern Door Intercommunity Broadband Efforts
 - d. Engineering Design Project
 - e. Northport Pilot Project
7. Town Electric Vehicle Charging Stations
8. Town Phone System Upgrade
9. County Broadband Survey
10. Liberty Grove Broadband Survey
11. Public Communication/Education Regarding Broadband Implementation
12. 2023 Technology Committee Budget Request
13. Correspondence
14. Future meeting
15. Adjourn

All agenda items will include discussion and possible action. Deviation from listed order may occur

***Audience members must ask for permission, during public input, to speak on agenda items ***

Anastasia Bell, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board

Town of Liberty Grove
Minutes of the Technology Committee meeting on July 18, 2022
(This meeting was posted correctly)

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes: 6/13/2022
5. Public Input
6. Project Status Reports:
 - a. Business Continuity Project
 - b. LG/Nsight Fiber Network Engineering Design Project
 - c. Non-Town PSC Grant Applications
 - d. Town Website Question & Answer
 - e. Public Communication/Education Regarding Broadband Implementation
 - f. Northern Door Intercommunity Broadband Efforts
7. EV Chargers – Ellison Bay Community Center, Maritime Museum
8. 2022 PSC Grant – Northport PILOT
9. 2023 Technology Committee Budget Request
10. Correspondence
11. Future meeting
12. Adjourn

Chair David Studebaker called the meeting to order at 7:00pm. Committee members Dan Watts, Kirk Scattergood, Joel Asher, and Cathy Ward were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell, and 1 member of the public. Committee member Les Keepper was excused.

Ward moved, Scattergood second to approve the agenda as posted. Carried 5-0.

Scattergood moved, Ward second to approve the 6/13/2022 minutes as presented. Carried 5-0.

Public Input – Kalms reported that the Town Board will be meeting with legal counsel to determine if the pilot project can proceed. Bob Webb, Nsight, noted that ARPA funding has strict requirements which make it difficult for Nsight to be the recipient of the grant.

Business Continuity Project – Watts will provide information at the next meeting.

Engineering Design Study – Bob Webb, Nsight, noted a recommendation won which company should come before Wednesday but this may need to wait until items with the pilot project have been resolved.

Non-Town PSC Grants – Studebaker reported Baileys Harbor was successful with their \$1.8 million request. Webb noted their estimate used \$60,000-\$100,000 per mile without drops. The drops are expected to be \$25 per foot for trenching but a portion of this is likely to be covered by the ISP. Drops were included in the LG pilot project estimate.

Website Question and Answer – Studebaker provided information from Baileys Harbor. Bell will send Keepper and Watts the information from the annual meeting.

Public Communication – Asher reported that Ward has drafted a public service announcement. They are working to define where/how the information will be made available, identifying the impact on property values, and testimonials to be included.

Intercommunity Broadband Efforts – Scattergood reported on the County Broadband Summit meeting. They explained their efforts and BEAD funding. The biggest obstacle is going to be clearly identifying the unserved and underserved areas. The current maps are incorrect because companies often overstate coverage. Participation in the WISER survey will be critical to this process for August/September grant applications.

2022 PSC Grant – Bob Webb, Nsight, reported the contract and purchase order have not been signed. Customers will be able to sign up for service by 8/1/22 and are likely to be connected in October. They asked if the Town could contact each household by phone or email. Kalms noted the owner on Sawmill will send a letter to grant Nsight easement permission.

EV Charging Stations – Scattergood reported the DDMM station is currently operational until proposed date 1/1/2023 when all 2G/3G devices will be disconnected from cellular networks. Several options available: 1-remove unit completely, 2-leave unit even after it stops working, 3-replace circuit board by 1/1/2023 (\$400), 4-replace whole unit by 1/1/2023 (\$2,000).

Scattergood moved, Ward second to recommend the Town Board replace the circuit board in the current unit. Carried 5-0.

2023 Budget – The 2023 budget draft was reviewed, and the following items were noted:

- 5,000 for grant applications, Nsight has offered this service if they're the ISP
- \$4,050 for display screens in the meeting room
- \$1,450 annual costs (EV charging station, WiFi, and iCloud)
- \$500 for a document scanner to start the digitizing process

Correspondence – None.

The next Technology Committee meeting will be Monday, August 15, 2022 at 7:00pm.

Ward moved, Watts second to adjourn at 9:21pm. Carried 5-0.

Respectfully Submitted,
Anastasia Bell, Clerk/Treasurer

Creative Solutions (VoIP)

wireless handsets	3	\$	455.00	
corded handsets	5	\$	1,035.00	
installation labor	10	\$	800.00	
device/account setup	1	\$	300.00	
hosted port fees	4	\$	20.00	
			<u>\$ 2,610.00</u>	Setup costs
monthly costs (1 service trunk, 4 numbers)	5	\$	36.95	
			<u>\$ 443.40</u>	Annual costs

Quantum (analog)

PBX & POTS line equipment	1	\$	1,019.97	
corded phones	7	\$	1,399.93	
cordless phones/handsets	2	\$	279.98	
installation labor	8	\$	1,199.92	
			<u>\$ 3,899.80</u>	Setup costs
Monthly costs		\$	-	
		\$	-	Annual costs

Draft IT Committee budget 2021-2025

Priority	Description	2021	2022	2023	2024	2025
	Capital Projects	\$ 12,000	\$ 55,000	\$ -		
	Grant application costs			\$ 5,000		
	EV charging station maintenance	\$ 2,000	\$ 2,000	\$ 250	\$ 2,000	\$ 2,000
	Public Wifi electrical/service fees	\$ 1,000	\$ 1,086	\$ 1,000	\$ 1,000	\$ 1,000
	Display monitors in Town Hall meeting room			\$ 4,050		
	Backup & recovery	\$ -		\$ 200		\$ 170
	Document scanner for digitizing documents	\$ -		\$ 500		
		\$ 3,000	\$ 3,086	\$ 11,000	\$ 3,000	\$ 3,170

1250 SenaConnect EV@MM

DCMM DCB 75.85-12 (\$910)
WC Charter

150 iCloud
20 gmail storage