

Minutes of the Harvard Broadband Committee Meeting January 6, 2017 (Volunteer Government Room)

Committee member Attendees:

- Noyan Kinayman (Chair)
- Olivier Beauchemin
- Maribeth Marcello
- Matt Caulfield
- Jim Dowson (Secretary)

A quorum was met, having 5 of the required members in attendance; Christopher Roy was absent. No members of the public were in attendance

Other Attendees: (none)

The Meeting was called to order at 7:44 pm.

The Agenda was briefly reviewed.

The minutes of the November 10, 2016 meeting were approved unanimously, without objection. (Motion by Matt Caulfield, seconded by Olivier Beauchemin).

The committee collaborated on the generation of questions for a needs survey (as previously committed to the BoS) to help estimate the community take rate. A motion was made to delegate the next step of using the draft questions as the basis of a SurveyMonkey survey; moved by Olivier Beauchemin, seconded by Maribeth Marcello, unanimously approved.

Noyan Kinayman presented his work in capturing the Town's GIS data, for the purpose of estimating the costs of running fiber for the MLP. All were asked to review sections of the map to help ensure quality.

The next meetings will be held:

- Thursday, January 13th, 2016 at 7:30 pm (Volunteer Government Room)

Outstanding Action Items

- Draft of SurveyMonkey ISP Needs Survey (Jim)
- MLP SurveyMonkey survey (Olivier)
- Review of GIS Maps generated by Noyan (all)
- What are the needs of the Schools? Speak to the Superintendent (?)
- What are the needs of the Town; speak to Tim Bragan (?)

Meeting adjourned at 9:44 pm (Moved by Olivier Beauchemin, seconded by Maribeth Marcello; approved without objection by a quorum).

Respectfully submitted, Jim Dowson

APPROVED by unanimous vote at January 12, 2017 HBBC meeting.