

## Dryden Fiber Broadband Committee – Meeting Agenda – March 15, 2024

Date: 3/15/2024

1. Introductions
2. Mission: Our Mission is to provide reliable, affordable, high-speed, fiber-based internet access for all Dryden residents. We offer state-of-the-art technology and unmatched customer service.
3. Meeting Schedule Update
  - a. Moving from every other Friday to 1<sup>st</sup> and 3<sup>rd</sup> Fridays
  - b. Next meetings:
    - i. April 5<sup>th</sup>
    - ii. April 19<sup>th</sup>
    - iii. May 3<sup>rd</sup>
    - iv. May 17<sup>th</sup>
    - v. June 7<sup>th</sup>
    - vi. June 21<sup>st</sup>
4. Broadband Committee
  - a. Webpage: [https://dryden.ny.us/?page\\_id=185](https://dryden.ny.us/?page_id=185)
  - b. Members
  - c. Started in 2019, the goal of this committee is to establish and install a municipal-owned Broadband Utility for the residents in the Town of Dryden.
  - d. Now that Dryden Fiber has been established, how does the Broadband Committee want to function in support of Dryden Fiber?
5. Dryden Fiber Sharepoint Space:
  - a. <https://dryden.sharepoint.com/sites/DrydenFiber/SitePages/ProjectHome.aspx>
  - b. If you do not have access, please request via [bookkeeper@dryden.ny.us](mailto:bookkeeper@dryden.ny.us) and Amanda will help get you access
  - c. This is the document repository for Dryden Fiber
  - d. The goal: This is the single source of truth for decisions and operations
6. Two Meetings a Month:
  - a. Suggestion (from Dave):
    - i. Prior Month Review Meeting (Metrics, Key Performance Indicators, Trend analysis, Q&A) - gather all data from previous month and share
    - ii. Project Updates: Construction, Installations, Growth, Blockers
7. Broadband Committee and Vendor Communication: [PublicBroadband@dryden.ny.us](mailto:PublicBroadband@dryden.ny.us)
8. Internal Team Communication: [operations@drydenfiber.com](mailto:operations@drydenfiber.com)
9. Operations Team Meetings: Once a month for March and April, then determine if we need more frequent meetings
10. Financial Updates
  - a. Grant: ConnectAll – MIP submitted on March 8<sup>th</sup>, 2024
    - i. A few questions due back by 3/22/24
    - ii. Ryan and Hunt are leading this
    - iii. Discussion of Town of Caroline Partnership
  - b. USDA Reconnect – FOA, due in May 2024
11. Schedule Updates – Corey or Kate / HUNT

Work Description	Status	Distance	Estimated Completion	# of Addresses
Spring Run Rd, Bear Cir., Scenic Way, Chelsey Cir.	Syracuse Utilities will be pulling fiber and setting MPTs there next week. Anticipated completion is by end of week (3/22).  Lightspeed will be requested to splice in MPT's at Spring Run Rd the week of 3/25.	>1	3/8/2024	55
Johnson Rd	Johnson Rd is complete by Syracuse, Lightspeed to follow. Waiting on as-builts for both Johnson Rd and Spring Run rd. A work order for splicing in MPT's along Johnson Road will be issued to Lightspeed shortly.	1.25	3/14	40

12. Preview of Month Report

- a. Customer Count and Income – Amanda
- b. [https://dryden.sharepoint.com/:p:/r/sites/DrydenFiber/\\_layouts/15/Doc.aspx?sourcedoc=%7B4F6639F6-453C-4DDC-BEED-D0452AD24676%7D&file=DF%20Mid-Month%20Report%20-%20March%202024.pptx&action=edit&mobileredirect=true](https://dryden.sharepoint.com/:p:/r/sites/DrydenFiber/_layouts/15/Doc.aspx?sourcedoc=%7B4F6639F6-453C-4DDC-BEED-D0452AD24676%7D&file=DF%20Mid-Month%20Report%20-%20March%202024.pptx&action=edit&mobileredirect=true)

13. Sales - Tracy

- a. B2B Outreach
  - i. Business Outreach (28 prospective commercial properties in green zone)
  - ii. Property Owner / Renter & Tenant Process logging and update

14. Marketing

- a. Refer a friend program: \$25

15. Installation Policy

- a. \$2 per foot beyond 500 feet

16. Legal - Dave

- a. Property Owner Agreement for Renters/Tenants
- b. Legal Team met on Monday, March 4<sup>th</sup> at 4:30pm – provided an update with Appendix A: Diagram

17. Our next meeting on April 5th, 2024