

Town of Dryden
Broadband Committee Meeting
Friday, April 5, 2024 – Via Zoom
Draft Minutes

Attendees

Graham Dobson – Broadband Committee
Tony Salerno – Broadband Committee
Mark Wilson – Broadband Committee
Dan Lamb – Town Board
Tracy Monell – Gleamon Technology
Ryan Garrison – HUNT EAS
Corey Hopper – HUNT EAS
Andrew Hafner – Netegrity
Jeffrey Smith – Municipal Solutions
Kate Morseman – HUNT EAS
Cassie Byrnes – Confidential Secretary to the Town Supervisor
Ray Burger – Planning Director

Tracy Monell called the meeting to order at 10:35am.

Introductions (Tracy Monell)

- Ryan Garrison read the Dryden Fiber Mission Statement aloud: “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.”
- Meeting Schedule: 1st and 3rd Fridays of the month
 - Next meetings: April 19th, May 3rd, May 17th, June 7th, June 21st

NYSEG Pole Permitting Process (Ryan Garrison)

- NYSEG Pole Application – Dryden Fiber applies to attach to an existing NYSEG pole
- Key Items
 - Power space vs communication space on utility poles (power on top, communication on bottom – must be separated by a certain distance)
 - National Electric Code (NEC) – dictates that 40 inches has to separate any new power from communications
 - Poles must be put into compliance before Dryden Fiber can hang cable on them
 - This process includes submitting simultaneous applications with NYSEG as well as the local exchange carrier (Frontier or Verizon) because they are jointly owned

- 14-step process outlined by NYSEG
 - Survey of the poles – pictures and geographic locations
 - Submit pole information into the application
 - Make-Ready Design completed by NYSEG and subcontractors
 - NYSEG lists items that need to happen in a spreadsheet
 - Billable vs Non-Billable work needed
 - Decide which poles need to stay or and which poles need to be removed and use an alternate pathway
 - Send plan back to NYSEG and Telcos for approval
 - Once make-ready packages are approved, Dryden Fiber can bid them out to 3-4 electrical contractors
 - Bids are returned and given back to Dryden Fiber in billable and non-billable categories on each Make-Ready Package
 - NYSEG reviews the non-billable items, and either approve them or re-bid them
 - Bids are awarded and a pre-construction meeting is scheduled
 - Electrical Make-Ready work can be done
 - Telcos are able to do their work
 - Conditional license issued and NYSEG runs close-out on the project
- Timeline (Ryan Garrison)
 - Once you get to construction, NYSEG subcontractors have 120 days to complete construction
 - Applications DRY001-DRY0012 have been submitted
 - Syracuse Utilities will begin work next week in the Village of Freeville (from process that started last fall)
 - Once the work in the Village of Freeville is complete, they will begin work in the Village of Dryden

Construction Updates (Ryan Garrison)

- Broken into two categories: Village Buildout and Phase 2 Expansion
 - Currently drilling underground down Main Street in the Village of Dryden
 - Aerial work being done on Ferguson Road to get South Backbone completed
 - Syracuse Utilities ready to begin aerial work in the Village of Freeville next week, and then go right to the Village of Dryden to complete the aerial work there
 - Phase 2 Expansion broken down road by road
- Tompkins County Recovery Fund – work specific to an application put into Tompkins County last year that funds were awarded for (Bone Plain Road)
- Ryan Garrison will send the Construction Update PowerPoint (where all work is being done) as well as a map
- Estimated time for these projects is 6-9 months

Reminders

- Two meetings a month

- 1st Friday – Education, Strategy, and Updates Meeting
- 3rd Friday – Prior Month Review Meeting (Metrics, Key Performance Indicators, Trend Analysis, Q&A) – Gather all data from previous month and share
- Both Meetings – Project Updates: Construction, Installations, Growth, Blockers
- Broadband Committee and Vendor Communication: PublicBroadband@dryden.ny.us
- Internal Operations Team Communication: operations@drydenfiber.com
- Operations Team Meetings – Once a month for March and April, then determine if we need more frequent meetings
 - Cassie Byrnes will continue to send out meeting reminders

Financial Updates

- ConnectALL has been submitted – No award has been granted yet
- USDA ReConnect – Need to decide if Dryden Fiber is going to go for this grant
 - 50/50 Grant Combo – Less competitive, 50/50 share of the funds, everyone who submitted last year was awarded, 3.5% interest
 - Jeff Smith, Dan Lamb, and Tony Salerno think it's worth going after
- Dan Lamb discussed a letter that was sent to the Speaker of the House regarding the bill that was passed that will limit funds to projects that target unserved and underserved locations only, and what the Town is doing to have a legislative fix
- County RFP – Dan will bring this up with the county legislators
- Graham Dobson asked for an overview of what the cost of the entire project is, where funding is coming from, and where we are looking in the future
 - Ryan Garrison will work on this
- Working on a Congressional Spending Request now

Sales (Tracy Monell)

- Tracy Monell has reached out to all 28 businesses in the green zone list, as well as another 4, and a new construction apartment complex, with most showing interest in Dryden Fiber
- Ryan Garrison – May be able to de-bolt our cable to other providers cable, and be able to get to some of these businesses on the south side of Route 13 quicker

Legal (Tracy Monell)

- First landlord has signed the Dryden Fiber Landlord Agreement – Customer is being connected
- 5 more landlords that we are waiting for information on to be able to move forward
- First customer from the trailer park on Kirk Road to ask for service – Nothing back from that property owner yet
- Tracy Monell will ask Ray Burger for help finding contact information for property owners
- There may be a few more businesses that we are able to serve on Route 13
- Landlord Agreement Diagram – more discussion needed to get this added into the Agreement

Discussion – Getting Dryden Fiber to Properties with Long Driveways

- Currently there is no charge for the first 500 feet, and then \$2 per foot after that

- Some companies leave cable on top of the ground until the cable can be buried
- Tracy Monell will find out the exact cost of installation per foot, so that the Broadband Committee can decide what must be charged of customers

Concluding Discussions

- Graham Dobson would prefer to do an update on sales more than once per month
- Cassie Byrnes said that the Town received a volunteer board application for the Broadband Committee, and it will be put on the April 11th Town Board Meeting agenda, for appointment to be voted on
- The Broadband Committee members have been tasked with submitting their bios to Cassie Byrnes, for addition to the Town website
 - Background, experience with broadband, reason for wanting to be on the committee
- The Broadband Committee Mission Statement aligns with the Dryden Fiber Mission Statement
- Next Broadband Committee Meeting – April 19, 2024

The meeting adjourned at 11:55am.

Respectfully submitted,

Cassie Byrnes

Confidential Secretary to the Town Supervisor

Construction Update

Town of Dryden 4/5

NYSEG Pole Applications

- Power Space vs Communication Space on Utility Poles
- NESC Compliance - National Electric Code
- Joint Pole Owners
- ILEC – Incumbent Local Exchange Carrier

NYSEG Pole Permitting

1. Survey poles
2. Submit applications
3. Make-ready Design is completed by NYSEG/Telco subcontractors.
4. Reconciliation is completed by applicant.
5. Reconciliations are submitted to NYSEG/Telco for approval.
6. Once approved, MR packages are bid out to three or more contractors.
7. Bids are returned, separated into two categories, Billable and Non-Billable.
8. Non-billable items are reviewed by NYSEG and either approved or rebid. NYSEG will rebid twice and then send out a field engineer to resolve the issue.
9. Once non-billable is resolved, bids are awarded and a preconstruction meeting is scheduled.
10. Upon completion of the Electrical Make-Ready, Telcos & Third Parties can be moved, then the applicant cable can be placed.
11. All invoices are sent to Dryden for payment and LaBella (NYSEG) assists with the reimbursement process.

Construction Updates

Route Name	Status	ECD	Application#	Notes
<i>Village Buildout</i>				
North Backbone	In Progress	30 Days	Underground	Main Street Dryden (V)
South Backbone	Starts 5/6	30 Days	DRY002	Ferguson Rd
Village of Freeville (Empire Overlash Inc.)	Starts 4/8	60 Days	DRY001	Railroad Street Freeville (V)
Village of Dryden Aerial	Starts 5/6	90 Days	DRY002,003	Restricted to aerial.
Village of Dryden Underground	Starts 5/6	90 Days	Underground	Sub-divisions.
<i>Phase 2 Expansion</i>				
Lower Creek Rd	Pending Approval of NB Quotes	120 Days	DRY004	
Tompkins County Recovery Fund	Pending Approval of NB Quotes	120 Days	DRY005, 006	Funded by Tompkins Co.
West Dryden Rd	Pending NYSEG Approval of MR	150 Days	DRY007	
Rt. 38 North	Pending NYSEG Approval of MR	150 Days	DRY007	
Peruville Rd	Pending NYSEG Approval of MR	150 Days	DRY008	
Fall Creek Rd/ Ed Hill Rd/	Telco Design	180 Days	DRY009	
West Mallory Rd/ Morris Rd	Telco Design	180 Days	DRY009	
North Rd/ Dutcher Rd	Telco Design	180 Days	DRY010	
Gulf Hill Rd./ Sweetland Rd	Telco Design	180 Days	DRY011	
Rt. 366 (Freeville to Rt. 13)	Telco Design	180 Days	DRY012	