



TOWN OF LINCOLNVILLE

493 HOPE ROAD

LINCOLNVILLE, MAINE 04849

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www.town.lincolnvill.me.us

Town of Lincolnville Broadband Committee Charge

Description and Purpose

The goal of the Lincolnville Board of Selectmen is to see that affordable broadband service of at least symmetrical 100 mbs is available to all residents by means of a "fiber-to-the-home" connection (with the goal of having the availability inside the home). Therefore, the Board of Selectmen pursuant to the Town Charter (Article III, Section 3.01.C.4 and Article V, Section 5.06.C.) hereby create a Broadband Committee for the purpose of providing the Board of Selectmen with 1) ongoing information regarding the pros, cons, options, and costs involved in getting broadband service to unserved or underserved areas of Town; and 2) assistance with Broadband efforts/inquiries that the Town or Board of Selectmen choose to pursue.

Qualifications for Committee Membership

1. An interest in stated purpose of the committee
2. A resident (either permanent or seasonal) of the Town of Lincolnville
3. Appointment by the Board of Selectmen

Membership

- A. One or two members of the Board of Selectmen
- B. Up to 8 members of the public

All members appointed to this committee shall be voting members and all votes shall carry equal weight.

Meetings

1. Meetings are to be publicly accessible, broadcast, and recorded.
2. Meeting schedule and duration shall be determined by the committee's voting members.
3. All meetings shall be conducted following the Town Charter and the Town of Lincolnville's Committee Roles and Guidelines

Charge

1. Elect a Chairman, Vice Chairman, and Secretary
2. Submit minutes of each meeting to the Town Office in a timely fashion for inclusion in the upcoming Board of Selectmen packet.
3. Document what areas of Town are currently served by broadband infrastructure and where gaps in service exist. Committee to define what is meant by "served"

and “fiber to the home”. Suggested timeframe for submission to BOS: ~ 6 weeks after first BBC meeting.

4. Define the character of connectivity within our town.
5. Identify any municipal procedures, policies, rules or ordinances that have the effect of delaying or increasing the cost of broadband infrastructure deployment. Suggested timeframe for submission to BOS: ~ 9weeks after first BBC meeting.
6. Identify any actions the Town might take to advance the provision of broadband service to unserved or underserved areas. Suggested timeframe for submission to BOS: ~12 weeks after first BBC meeting.
7. Coordinate education and outreach regarding broadband expansion. Play a key role in communicating the Broadband goals of the Board of Selectmen.
8. Make a recommendation to the Board of Selectmen as to what course of action the committee believes is in the best interest of the Town as a whole. Suggested timeframe for submission to BOS: ~18 weeks after first BBC meeting.
9. Regularly include status updates in BOS packets, including anticipated or invited guests to BBC meetings.
10. Determine the concrete reality of funding agencies' ability to fund municipalities given duplicating infrastructure. Suggested timeframe for submission to BOS: ~18 weeks after first BBC meeting
11. Run transparent financial projections for potential funding paths, developing clear models for the BOS. Suggested timeframe for submission to BOS: ~18 weeks after first BBC meeting

Timeline: Unless the committee identifies a critical time element (such as a grant deadline) we establish that the deadline for completing this work and making a final recommendation to the Board as September 10, 2021. Unless the charge or timeline is amended by Board action, this ad hoc committee shall be disbanded as of September 30 2021.

Given under our hands, this _____ day of _____, 2021.

Ladleah Dunn, Chairman

Keryn Laite, Jr., Vice Chairman

Joshua Gerritsen

D. Mike Ray

Jordan Barnett-Parker

Approved: March 22, 2021