

2023-05-02 - Eastport Fiber-Optic Internet Committee Minutes

## Participants

### Voting Members

Ryan Bayliss - non-voting, [rbayliss@eastporthealth.org](mailto:rbayliss@eastporthealth.org)

Ken Burke - Vice Chair/Secretary, [kburke12@comcast.net](mailto:kburke12@comcast.net)

Melissa Mitchell - [mmitchell@shead.org](mailto:mmitchell@shead.org)

Paul Sheehy - [psheehy@cloud-works.net](mailto:psheehy@cloud-works.net)

Joshua Nicholson - [furtim@gmail.com](mailto:furtim@gmail.com)

### Sunrise County Economic Council (SCEC)

Elaine Abbott - Regional Broadband Coordinator, Sunrise County Economic Council,  
[eabbott@sunrisecounty.org](mailto:eabbott@sunrisecounty.org)

### Guests

None

### Invited Participants

None

## Meeting Admin

### Eastport Fiber Connectivity Committee

City Hall, 22 Washington Street

Eastport, Maine 04631

Meeting Date: 5 May 2023

Meeting Time: 0800 - 0930

Meeting Location: Zoom/Port Authority 1st floor

Join Zoom Meeting:

Meeting ID: 859 5034 2169

## Call to Order

### Business:

1. Adjustments to the agenda
2. Approval of the 25 Apr minutes

- Approved

## Moving Forward

Based on the resignation of Mark Wigley from the committee and his responsibilities as the Chair, the committee is reviewing our progress to date, what we've learned, and how we can better organize to move the project forward.

1. Paul Sheehy: Let's determine full scope, I think this is a combination of urgency vs importance. My perspective.

- RFP
- USDA grant
  - Loan or grant/line of credit
- MCA grant
- Communications

2. Josh Nicholson: Keep community updated, but not a lot to say

- Facebook
  - Summary
  - "Stay tuned"
- DEI is mostly education focused
  - Durable
  - Contributes to a better prepared community

3. Mix/ownership:

- RFP
  - Ken Burke
- MCA
  - Paul Sheehy
  - ISP partner and Tilson
- USDA
  - Jeanne Peacock
- Digital Equity and Inclusion
  - Joshua Nicholson
- Communications
  - Facebook
    - Melissa Mitchell
    - Ryan Bayliss
  - Josh to make her Admin
  - **Delete Eastport Fiber Initiative page (Action: Ken Burke)**
  - Elaine will forward fiber/internet posts to leads

4. Roles:

- Chair - Ken Burke

- Vice Chair - Paul Sheehy
    - Paul Sheehy: I'm happy to do this, looking to balance this
  - Secretary - Ken (as before, because of his notes/minutes)
5. Elaine Abbott is available for reference, etc. as the SCEC representative and due to her former history with the city as a city manager.
6. Jeanne Peacock: USDA visit
- USDA visit on 18 May
  - Jeanne has sent agenda to committee
  - Itin
    - Arrive evening of the 17th
    - AM 18 - breakfast and head to Eastport
    - AM 18 - Try to bring committee to Port Authority in person
      - Committee
      - Perry Committee
      - Chief/Vice Chief from Sipayik
      - USDA portfolio owner - xxx Fry, participate by Zoom
      - Reana Hepton(invited) - state USDA person (grew up in Machiasport)
      - Provide brief overview of our journey and where we are
    - Eastport tour
      - Lunch at lobster crate
    - Calais for DBU board meeting
    - DBU technical infrastructure tour
    - USDA team departs
7. **Action Item: Ken Burke** will create and share working deck to provide USDA team an overview of our focus, journey, and current state.
8. Jeanne Peacock:
- I'd like ask Elaine's opinion on providing lunch to the two visity USDA visitors
  - SCEC:
    - Depends on wording of planning grants
    - Look at both planning contracts
  - Jeanne:
    - Committee funds for USDA - approved by committee vote
    - Jeanne/Paul will cover for committee
9. SCEC: You guys are the powerhouse of committees - so organized.

## Next Meeting's Agenda

Meeting 9 May 2023, upstairs conference room at the Port Authority

1. Adjustments to the agenda

2. Approval of the 2 May minutes
3. Financial update (including purchases)
4. Focus area reports
5. USDA visit update
  - Itinerary
  - Deck

## Administrative Follow-up

- Minutes to EFCC members for review, comment, and approval
- Minutes to city after EFCC approves
- Agenda to Ella C. Kowal, City Clerk, [ekowal@eastport-me.gov](mailto:ekowal@eastport-me.gov)
  - Posted minimum three days prior to meeting, best practice send to Ella the day of *this* meeting

## Adjourn

Time: 0855