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ADMINISTRATIVE ASSISTANT
TO THE SELECTMEN
JAMES FORTUNE

MEETING NOTES

Cranberry Isles Municipal Broadband

Wednesday, January 25, 2017 at 3:00 P.M.
at the Islesford Neighborhood House on Little Cranberry Island

AGENDA

- I. Call to Order
- II. New Business:
 - A. Review RFI Response from Prospective Internet Service Companies
 - B. Draft Warrant Article For Town Meeting
- III. Other Business

Committee met to review the responses from internet service provider. We were joined by Bri Warner from the Island Institute. Member of the committee present: Malcolm Fernald, Ingrid Gaither, Rosalie Kell.

The committee reviewed the 3 responses received from internet service providers. Red Zone, Axiom Communications, Fairpoint. With the help of the Island Institute a matrix was created to score the responses to see how they met the criteria of the RFI. The committee went through the matrix for each of the service providers. (matrix is attached). The scoring was based on the following:

Company Description: established & serving a modest number of customers, and having a local headquarter and technical/manegerial expertise (total 3 points)

Sample Projects: comparable size and environment to CI, providing speeds/tech. comparable to CI goals and being a 2-year project (total 3 points)

Services Offered: offering high upload speeds for businesses, serving local areas, having a high take rate and affordable pricing & packaging/bundles (total 6 points)

Operations: in-house affordable service drops in a timely manner, in-house customer service, in-house tec. service, active marketing and high retention rates (Total 5 points)

Community Goals: willingness to work with and meet the Town's goals (total 2 points)

Service Levels: development of technology achieving 25/10 to 90% or more of customers, scalable/upgradable technology (total 3 points)

Network: countering community's need for a minimum 10-year solution, operational checks and maintenance (total 3 points)

Approach: provide network schematics or reference Tilson, identify hardware or committing to specific tech. such as cable, DSLM, fiber, etc., quality assurance, implementation and future improvement plans (total 4 points)

Assets: owning or leveraging assets in the area, interconnection collaborating with and meeting community needs (Total 4 points)

Timeline: Meeting timeline comparable to RFI goals, proposed start date of summer 2017 and available on Islesford by Oct. 2nd and full completion by end of 2018

Ownership: Town ownership, or initial town ownership, open access, economic affordability, operation and construction, proposed software and hardware upgrades (total 6 points)

Project Cost: cost of \$1 million or less, willing to cover 25% to 50% of cost, proposing grant funding or collaborate on grant funding (total 6 points)

Business Model: high level business model or ownership, not a single-payer system, advertising & outreach, collaborate on digital literacy; demonstrate prior experience with grant funding (total 6 points)

Axiom (Total Score 47.5):

Company Description: Scored 3 points

Sample Projects: Scored 3 points

Services Offered: Scored 4 points (lower on estimated take-rate, did not offer bundling of services)

Operations: Scored 5 points (short on retention rate over 3years, this wasn't addressed in their response)

Community Goals: Scored 2 points (demonstrated a strong willingness to work with the community on completing its goals)

Service Levels: Scored 3 points (met all of the goals identified in the RFI)

Network: Scored 3 points (exceeded the goal of min. 10-year solution)

Approach: Scored 4 points

Assets: Scored 3.5 points (still an open question about the Fairpoint fiber to GCI)

Timeline: Scored 4 points

Ownership: Scored 4 points

Project Cost: Scored 5 points (cost exceeds the \$1 million cap in the RFI)

Business Model: Scored 5 points

Total Score: 47.5 points

Questions for Axiom:

What will the take-rate be

Who would build the network

Clarify leveraging of assets and interconnection

Willingness to work with the Town on obtaining grant funding

Will all grant funding go to the Town

Are there additional costs over and above \$910,000

Fairpoint (Total Score 32):

Company Description: Scored 3 points

Sample Projects: Scored 1 point (meets the criteria for speeds, but not other criteria in this category)

Services Offered: Scored 4 point (nothing on take-rate or pricing of service)

Operations: Scored 4 points (no In-house tech service, nothing on retention rate)

Community Goals: Scored 0 points (did not demonstrate a strong willingness to work with the community on completing its goals)

Service Levels: Scored 2 points (did not fully demonstrate how deployable upgrades would happen)

Network: Scored 2 points (would be the same as on GCI, no build to premises, no solution for Sutton)

Approach: Scored 4 points

Assets: Scored 2 points (did not offer alternative build-out options)

Timeline: Scored 1 point (no clear timeline on meeting the RFI goals)

Ownership: Scored 2 points (did not propose upgrades, unclear on who would build)

Project Cost: Scored 1 point (no proposal for grant funding)

Business Model: Scored 6 points

Total Score: 32 points

Questions for Fairpoint:

Can you do this with an undersea fiber cable

Can this be done in the time-line set out in the RFI

Who would build and own the network on the islands and to the premises

Red Zone (Total Score 5):

Company Description: Scored 0 points

Sample Projects: Scored 1 point (meets the criteria for speeds, but not other criteria in this category)

Services Offered: Scored 0 points (nothing on take-rate or pricing of service)

Operations: Scored 0 points (no In-house tech service, nothing on retention rate)

Community Goals: Scored 0 points (did not demonstrate a strong willingness to work with the community on completing its goals)

Service Levels: Scored 2 points (did not fully demonstrate how deployable upgrades would happen)

Network: Scored 1 point (would be the same as on GCI, no build to premises, no solution for Sutton)

Approach: Scored 1 points

Assets: Scored 1 point (did not offer alternative build-out options)

Timeline: Scored 1 point (no clear timeline on meeting the RFI goals)

Ownership: Scored 0 points (did not propose upgrades, unclear on who would build)

Project Cost: Scored 1 point (no proposal for grant funding)

Business Model: Scored 0 points

Total Score: 5 points

Red Zone offered a wireless solution. Basically the same solution offered in August to resolve the problem on Islesford. Put up a tower with a new wireless technology Red Zone did not really address the goals of the RFI.

Axiom Technology scored the highest of the three ISP responses. We will ask the questions to clarify items that were not fully addressed in the RFI and follow-up with a meeting with Axiom.

Jim and Malcolm will draft a warrant article for this proposal for the Selectmen

Meeting Adjourned at 5:20 p.m.