

MINUTES

1. Call to Order & Establishment of a Quorum

Chair Barry Wherren called the meeting to order at 4:01 PM, and a quorum was established with over 3 members present.

Members Present: Chair Barry Wherren, John Rex-Waller

Members Present via Zoom: Trevor Blackford (4:01)

Members Absent: None

Others Present: Town Manager Janet Anderson, Page Clason

Others Present via Zoom: Patrick Nettles, Donna Durkin, Bruce Walker, Will Duquette, Steve Pendleton

Sequencing of Agenda revised to accommodate timing for another group to meet at 5:15. Section F, Reviewing the OSP Maintenance Plan, to be moved up behind the report from Page on the network services.

Motion: To approve Revised Agenda of September 9, 2025, J. Rex-Waller, seconded by T. Blackford. No discussion. Roll Call. Motion passed, 3 yes, 0 no, Unanimous.

2. Approval of minutes of June 16, 2025

Motion: To approve Minutes of June 16, 2025, as written, J. Rex-Waller, seconded by T. Blackford. No discussion. Roll Call. Motion passed, 3 yes, 0 no, Unanimous.

3. Business: Public Meeting

a. Report from On-Island Contractor, Page Clason, on Network Work/Spares

• Installs

○ Page reported that many installs have come through recently. The Salesforce portal lists 717 active accounts. There may be more. Some accounts were cancelled recently, but we've added some. Tina's spreadsheet suggests it could be as many as 730. There are another four coming along that are in the works, and there are a few more that will be added for IAP.

• ONT, UPS, and battery supplies

○ Six new 844GE ONTs and a couple of used ones. Just got a quote on more used ones, for \$100 each, and he's checking pricing on new ones.

○ We can easily order 10-20. If we get a number, Page can put the order in.

○ We have 17 711GEs, and a couple of used ones to test and verify.

○ UPS: we're in okay shape. 14 for the 844GE and 9 for the 711GE (plus 10+ of the wallwart power packs).

○ Page asked Will if we need to order the Calix SEAPC jumpers, for getting from the enclosure to the ONT, through him, as they are a Calix product. Will thought that those could be ordered anywhere. Will asked Page to forward a part number and he will look it up. Page will follow up with Will.

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- Page added that we are short on the jumpers, and we need some for the PoP building as well.
 - UPS Batteries: we went through about six and Page will order eight.
- Drop supplies
 - Good supply of drops from 100' to 1,100'. We keep ordering and staying in good shape.
- Pole hardware:
 - Barry and Page met the other day to review our supply.
 - Page hopes to work with Barry/IMB and GWI or their contractor to coordinate type and amounts of supplies to maintain.
- Supply storage area
 - Janet made the old IHC trailer/container building behind the Town Office available for the time being. Page has moved almost all of the OSP supplies from upstairs to the container, which makes work easier. All the pole hardware is there. We might want to look at how much more we want to have on hand. Some of that depends on relationships with crews that are coming, who's doing the work, etc.
 - All the stuff that has been stored all over Town is now getting consolidated. The only things not here are the 28' ladder, which is at Page's office, and the ¼" strand, which is at the Transfer Station.
 - Janet said the 40' storage container at the Transfer Station is for IMB.
- Bucket Truck
 - Truck is working great.
 - There's a possibility of getting storage for the truck. Encouraging a site near town office for the canopy, preferably where the OSP storage container can be too.
- General Workload
 - Sudden recent rash of installations.
 - Pole transfers still pending. Working with Barry to set a priority list.
- Microwave
 - In general, things are in good shape.
 - Barry asked about spares for 700 Acre Island. Page confirmed that we have old spares for the other two links, but 700 is unique with just two radios. If there's a problem, there's a 5- to 14-day period while we wait for another radio and have it programmed.
- Fiber burns and other outages
 - It's been nicely quiet.
- Misc.
 - Islesboro Affordable Properties (IAP) is going to start bringing some new rental buildings online soon, including duplexes. There will be questions of policies and procedures. One ONT with two networks, or two ONTs? Who's signing the user agreement, property owner or renter?
 - There is an apartment building on the island that is doing a similar thing, but we look the other way. There's going to be more of this coming, with the pressures of housing, and looking for creative solutions.

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- John asked Janet how it works with current IAP rentals. Janet replied that some own, and some rent. Tina would know more.
 - Trevor stated that one ONT per unit makes sense. Other towns do it this way. You don't necessarily want to share a connection with your neighbor, unless you're pooling the internet. As long as the tenants are willing to sign a subscriber agreement and IAP is willing to handle the install costs per unit, it makes sense to have an ONT per unit.
 - Page added that an IAP rep asked Tina some questions. It seems they are interested in paying for the installation of the ONT. Someone has to activate, which is a different part of installation. IAP is looking to have this be on the tenant.
 - Trevor stated that this makes sense. It's like new construction, where the utilities are installed then then the subscriber pays the activation fee for the final connection.
 - Page stated the biggest challenge is more for GWI and the processes for handling that.
 - Donna thinks this would come under the Town of Islesboro's policy. The way GWI does multi-tenant units now is the developer or the property owner gets a bulk connection and then manages the connections on the inside with a switch to all the different tenants. Or GWI requires that the entire property be wired with fiber, and then have the tenants call GWI to sign up, then we install their private ONTs. We require fiber from each unit to be able to do that.
 - John thanked Page for bringing this up. We should continue to discuss this offline.
 - Consolidated Communications (CCI)
 - Recently adding a handful of GWI phone lines due to Consolidated Communications (CCI) changes. They have been very slow, sometimes three to five weeks, to come out to do a repair. They've also flat out told some customers that they're not going to fix a problem.
 - Page thinks they're pushing further down the agenda of trying to find a way to get off the island. This is another conversation we can have offline.
 - The positive side is that the poles that were dangling on Mill Creek Road have been fixed. Page nudged them again last week, and the regional supervisor called and was very apologetic about it, because those poles have been dangling since the December and January storms, so he actually sent someone out to fix them.
 - Page also explained to him that they have problems all over town and told him about some of the different areas, so he sent someone to look at it. When Page told him the full extent of all their transfers from past construction and the rest, he said they don't have time for that kind of thing.
- b. Review OSP Maintenance plan
- Neither Donna nor Will had an update from Thomas. Will stated he will have Thomas send an update.
- c. Review of Dig Safe Protocol
- Barry stated he has gone through the state law and has a pretty good understanding. Barry will send his interpretation to Donna, in order to compare notes. We can then come up with a joint policy, so we know how we're going to handle Dig Safe requests, if there are any.

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- Donna stated she will share it with Will, Chris, Thomas, and Frank Lavalley.
- d. Review of IMB Spares Storage
- Janet was kind enough to get IMB the 20' container that was used by the Health Center. We could explore the opportunity to get the 40' container that's at the Transfer Station. Janet confirmed that it belongs to IMB. It would have to be emptied of the old electronics that are in there for recycling. It's up there because that's where it was when the project was ongoing.
 - Janet doesn't think it could go behind the PoP building. She's also not sure of the wooded area behind the barbeque area. We can't build anything there because it's a wetland, but we're not sure about placing a container.
 - Barry asked if it would be better to acquire a new container, rather than unloading and moving the 40' container at the Transfer Station.
 - Janet explained that if she sold the 20' container that's behind the Town Office, that money would go to the Health Center, because it was purchased through the CARES Act during COVID.
 - Janet stated we could price out a 30' unit. Page thinks that a 30' would do, but it would get snug. If we're getting one, why not go with 40' and have room to expand.
 - Page stated that locating the truck and/or the container behind the PoP building has several challenges. He thinks it's not a good location. The area behind the barbeque is ideal if we can get past the wetland restriction.
- e. Review and select Wireless upgrades for links to the three outer islands
- Barry reported that we got a proposal from Frank LaValley.
 - No additional information from Donna or Will.
 - Barry offered for himself and Page to work with Frank directly to get that sorted out.
- f. Review and select POP electronics upgrades
- Will stated that GWI is looking at some upgraded equipment: one of the new XGS line cards, optics, and a selection of the new ONTs and the new gateways to be installed for some of the new builds that Page is doing.
 - Barry stated that, from his research, everything is going to move to 10 gb/s or faster. For our needs right now, one gb/s is more than adequate. Our traffic levels don't push beyond that. Barry also understands from his research that the 10 gb/s will be 95% done in the next three to four years. Would it be wise or helpful to delay this upgrade for now, so we can focus on the OSP things, and maybe approach the 10 gb/s stuff a year or two from now?
 - Will stated we could do that. He recommends getting some of the new wireless gateways with better radios and wider range, especially for the larger homes, because what we have now is rather old. Barry asked if the newer gateways are backwards compatible and can run at one gb/s. Will stated that they can. We just have to make sure the model number is added correctly in the cloud. Just let GWI know when they are to be installed.
 - Page asked for a summary sheet of the different models that would apply to us. Will can send some over.

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- Barry asked about the Ciena equipment. Will explained that it acts as a huge switch. Instead of getting the Ciena box, we could get a cheaper switch, but it doesn't have as much licensing. Stacking the licensing on is where things get expensive. Islesboro is getting less than 20% of those links at peak, so there's still plenty of bandwidth to use.
- Page asked how we are with redundancy in spares on Ciena. Will explained that all our spares are hot, and they're all in the PoP building. The only spare we don't have is a fan and a chassis, but GWI has several in the stock room. The two bottom cards in the chassis are controller cards, one to Rockland, one to Belfast.
- Donna asked why we would need to go to a 10 gb/s connection. Will explained that the newer ONTs are built like that, so technically, they each have a 10 gb/s connection to the ONT. We have monitoring on those links, so we'll know when it hits the max.
- Barry stated the maximum we've seen is 1.5 gb/s, so there's ample room.

4. Business: Executive Session

- a. Review and select replacement Committee members.

Motion by J. Rex-Waller, seconded by T. Blackford, to enter into Executive Session, pursuant to 1. M.R.S.A. § 405(6)(A), Personnel Matters, at 4:33 PM. No discussion. Roll Call. Motion passed, 3 yes, 0 no, Unanimous.

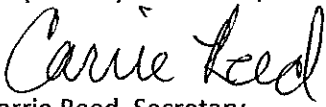
Return to regular meeting at 4:47.

Motion by B. Wherren, seconded by T. Blackford, to recommend to the Select Board that Patrick Nettles and Bruce Walker be appointed to the IMB Committee. No discussion. Roll Call. Motion passed, 3 yes, 0 no, Unanimous.

5. Adjourn

Motion by T. Blackford, seconded by J. Rex-Waller, to adjourn at 4:49 PM. Roll Call. Motion passed, 3 yes, 0 no, Unanimous.

Respectfully Submitted,


Carrie Reed, Secretary

