

**Town of Waldoboro, Maine**  
**Communications Technology Committee Meeting**  
**Municipal Building - 1600 Atlantic Highway**  
**Monday, March 14, 2016 – 6:00 p.m.**

1. **Sign in and Call to Order** - This meeting was called to order by Chair Richard Genthner with a quorum present. Also present were Richard Glidden, Seth Hall, John Lawrence, and Ted Wooster. Absent was Robert Butler. Administrative support was provided by Planning & Development Director Emily Reinholt.
2. **Introduce Committee Members (Formerly members of the Broadband Committee Broadband Sub-Committee)** - Bob Butler, Richard Genthner, Dick Glidden, Seth Hall, and John Lawrence accepted regular positions on the Committee. Ted Wooster offered and accepted a non-voting alternative position to remain active with the CTC.
3. **Definitions and Determination of a Quorum: At least four of the Committee's six members?**
4. **Election of Committee Members: Chair, Vice-Chair, and Secretary.** Elected were Richard Genthner as Chair, John Lawrence as Vice Chair, and Bob Butler as Secretary.
5. **Organization Document: Review Draft Attachment 1 to Waldoboro Boards and Commissions Policy for possible recommendation to the Waldoboro Select Board** - Due to Bob Butler's absence, the finalization of the draft to Committee Function Document attachment to the Waldoboro Boards and Commissions Policy was voted to be held until next meeting on March 29.
6. **Report on ad hoc Discussions with Tidewater and Determination of the way forward** - Richard Genthner presented details about the Tidewater Fiber To The Home service to be offered in Waldoboro. The 10/10 Mbps service for Internet access meets the ConnectME fully served compliance. In addition, their service offers IP phone and IPTV without degradation to Internet service using their Media Over Coax Adapter (MOCA) home distribution box at the home. Beyond that, special 1 Gbps service will be offered at higher cost. This cleared up the conversion to copper degradation rumor being circulated about the town.

Details about the grant preparation process were presented by Emily Reinhold and John Lawrence who were assigned with Bob Butler to work through the details with Tidewater in time to submit the application to ConnectME by the April 15th deadline.

The first Tidewater meeting will take place on Wednesday the 16th of March with the additional meetings to be scheduled as needed.

The addition of an MOU (Memorandum of Understanding) with Tidewater was discussed to make the intent of this venture including the OAR grant and Village service

plan. Richard Genthner assigned Seth Hall and Ted Wooster to preparing a draft of a potential document to be used for this purpose.

The Select Board Meeting on April 12th will serve to be the final approval of Tidewater/Waldoboro grant before submittal on Friday April 15th. The CTC will work closely with Tidewater to make sure this is complete along with all supporting Waldoboro documents to be included, including our cover letter. On April 11th, the CTC meeting will complete the committee review and approval in preparation for the Select Board meeting.

**7. Adjourn**

Communications Technology Committee:  
Town of Waldoboro, Maine

---

Richard Genthner, Chair

---

John Lawrence, Vice-chair

---

Robert Butler, Secretary

---

Richard Glidden

---

Seth Hall