

Town of Waterford 5G Task Force Committee

Meeting: December 30, 2020

Hurst Visitor Center

9:00 AM

Minutes

Attendance: Dave Woodin, Dom Gabriel, Jeff Cleary, Dave Ball (phone), Paul Henry (phone), Judy Houbre (phone), and Mike O'Brien.

While task force members have been using the call in feature, we started allowing the public to also call in and at least one person from the public listened in. **Call (518)694-5646 Participant Code: 310506**

After introductions, for the benefit of anybody listening in, Dave Woodin reviewed what has previously occurred with the three major items that the task force was concentrating on: the Master License Agreement (MLA), the fee structure, and the Aesthetic Design Standards.

Don Boyajian was in possession of changes submitted by the task force and was preparing a clean version of the MLA to be submitted eventually to the Town Board. A copy was sent to Woodin on December 23rd and distributed to the task force prior to the December 30th meeting. Task force members were asked to review it for any additional edits. Editor note: A few hours after the meeting, Maggie Hayes of Verizon sent Woodin a revision of Boyajian's draft with requested changes by Verizon. It was forwarded to Boyajian for action.

The issue of fees was revisited. Woodin explained that at the last meeting, the task force decided to utilize the \$270 fee that Niskayuna was receiving. It was also noted that research had shown that this figure was common to other municipalities and had long ago been established as reasonable figure to use. There was an unofficial cap on the fee and the \$270 was the high end. This fee should be based on maintenance cost and not on potential revenue generation for Verizon. Hence if a pole cost \$200/year to maintain, the yearly reoccurring fee should be that rather than higher or lower fees based on potential revenue generation for Verizon.

On the issue of developing the Aesthetic Design Standards, Woodin said that he was waiting for the City of Syracuse to send him a clean, Word version of their November 2020 document.

Once he receives it, he will revise it to conform to already approved changes appropriate for Waterford.

The next point of discussion was about rolling out the process. It was decided that there was a need to establish a web page with FAQ. This should be done before the Town Board workshop and public hearing. Based on those two events, the FAQ s can be updated as needed.

Judy Houbre did some research on what other municipalities had done to establish FAQs. She found about a half dozen articles which will be reviewed in more detail and bits and pieces from each will be utilized to establish the initial Town FAQs. This will be established before the Town Board receives the MLA, fee structure, and Aesthetic Design Standards.

Mike O'Brien did a quick search during the meeting and discovered that a number of New York municipalities have adopted MLA's in the past 3 months. He also found a link to a FAQ page developed by Dutchess County that looks like a good model to follow.

The next meeting will be held on Thursday, January 21st @ 9 AM at the Hurst Visitor Center with the call in option available. Meeting adjourned at 9:40 AM.