

Utility Advisory Task Force Meeting Minutes
February 17, 2021
Warren Craft Meeting Room

Present: Edelstein, Estrin, Fisher, Guibord, Neiman, Robina (by cell phone), Romano, Shah

Absent: Fields, Monaco

1. Flag Salute

2. Change in Membership

Chairman Guibord reported that Mr. Conley resigned from the Task Force due to commitment conflicts and that Mr. Estrin was appointed by the Township Committee to fill Mr. Conley's unexpired term.

3. Approval of Minutes

The January 20, 2021 meeting minutes were approved as submitted.

4. OLD BUSINESS

a. Altice USA/Optimum Communications

Chairman Guibord reported that on February 9th Altice advised that they are performing internet upgrades in The Hills which they project to be completed in three weeks (around March 2nd). He said that Mayor Fields and Bedminster Mayor Jacobs have jointly conveyed the urgency of the situation to Altice. Mr. Estrin pointed out that there is a secondary issue with the copper couplings on cables and that Altice needs to get permission from the Hills Condominium Association before they can work on them. He said that there are approximately 22 sub-condominium associations within the Hills Development. Ms. Shah commented that her association does not hinder work like this.

b. Resident Survey

i. Logistics

The members complimented Mr. Fisher for all of his work on the survey. They discussed the required fields in the survey and the opportunity for residents to provide detailed/technical information in their responses. The contact information for the internet service providers will be added to the survey, as well as a field to allow residents to provide their contact information. The survey responses may be solicited by zip code so as to only capture data for Bernards Township residents. Mr. Fisher said that the survey form will automatically populate an Excel Spread Sheet with the residents' responses for analysis by the Task Force. The plan is to send out the survey one week after Altice notifies the Township that the Hills internet upgrades have been completed, and to close the survey two weeks later for discussion at the April

21st Task Force meeting. Mr. Fisher will finalize the survey and email the survey link to members to perform a test run. Once final, he and Chairman Guibord will contact Mayor Fields and the Township IT staff to determine the method for sending it out to residents.

ii. News Release

Mr. Robina reviewed the News Release that he drafted for publication once the survey is sent out. Ms. Shah recommended the News Release be posted on various social media sites and Mr. Edelstein proposed publication in local newspapers, Patch, Tap into Basking Ridge and community boards within The Hills.

5. NEW BUSINESS

a. Utility Maintenance and Infrastructure Plans

Ms. Romano discussed the benefit of the Task Force reviewing utility maintenance and infrastructure plans. Mr. Neiman will request these plans from the utility representatives and circulate them to the members. He reported that the JCP&L representative has offered to attend a Task Force meeting to discuss maintenance plans and projected upgrades in the Township. When requested, Mr. Neiman will schedule these future meetings in coordination with Mayor Fields.

b. Task Force Email Account For Receiving Public Input

Mr. Robina suggested setting up an email account for receiving public input if the survey does not produce the desired results. Mr. Estrin added that an email account could also be used for an exit survey or follow up for the Township Committee after the Task Force completes its work.

6. Public Comment

None

7. March Meeting Agenda

Ms. Romano suggested collecting questions a week in advance of JCP&L's visit to a future Task Force meeting. Mr. Neiman requested that Task Force members email him any questions they would like answered by utility representatives.

8. Comments by Members

Ms. Shah and Mr. Fisher discussed potential distribution methods for the survey, including the Township website.

9. Adjournment

The meeting adjourned at 8:08 PM.

**Submitted by Scott Guibord
On Behalf of the Utility Advisory Task Force**