



**Residential Service Drop and Installation Policy Overview (As of February 1, 2019, subject to change)**

The Plainfield Light and Telecommunications Department, a Municipal Light Plant and a department of the Town of Plainfield, is constructing a fiber optic network in order to provide Internet and telephone service under the name Plainfield Broadband. In order to maximize the opportunity for townspeople to take service, Plainfield Broadband anticipates offering subsidies for installation costs, including connecting to the exterior of the home and installing wiring and equipment inside the home. See the image on the next page for examples of the equipment. This overview is a summary of the detailed drop policy available on our website.

*NOTE: This policy is predicated on the Town of Plainfield securing sufficient local, state and/or federal resources to complete the entire \$2.147M project as designed. As of 2/1/2019 we have a capital gap of approximately \$400,000 related to the distribution network construction (the part passing every premise) which is impacting our ability to implement this drop policy as envisioned by connecting every premise. See our website for more information and important 2019 town meeting dates.*

**Step 1. Connecting from the distribution network to the exterior of a residence**

Plainfield Broadband will subsidize the cost of connecting to the exterior of existing homes for only those homeowners who complete and return a Property Access Form by the following deadlines:

<b>Residence Type</b>	<b>Deadline to respond</b>	<b>Maximum amount of subsidy</b>
Homes that have poles on private property that are more than 180' apart require construction of a network extension. MLP will contact homeowners by certified mail by 2/15/2019.	<b>4/15/2019</b>	<b>Cost of network extension plus up to \$2500 for exterior work.</b>
All other homes	<b>6/30/2019</b>	<b>\$2500</b>

This subsidy will cover the connection costs for all but a few homes in Plainfield; the total exterior cost for most homes will be less than \$300, which includes the installation of a cable from the curb to the home and a network interface device (NID) on the outside of the home (usually near the electric meter). This exterior cable and equipment is referred to as a “service drop.” The maximum subsidy for service drops is limited to \$2500 per tax parcel, even if more than one premise (e.g., a home and an accessory apartment) is located on a single tax parcel. The amount of the subsidy will be further limited to the cost of the most expedient way of connecting the home to the network. If the homeowner requests a more expensive method or path, the homeowner will have to pay for any additional costs.

**Step 2. Installation of interior wiring and equipment**

Plainfield Broadband will also pay the first \$375 of interior installation work for each occupied residential *premise* for customers who sign up for Internet service with a deposit of \$85 (to be applied to the first month’s service bill) by **6/30/2019**. A signup feature will be available on the Plainfield Broadband website by 3/30/2019. This installation includes an optical network terminal, or ONT (usually in the basement), a jumper from the

exterior NID to the ONT, interior wiring from the ONT to a wall jack (usually centrally located on the first floor), and a WiFi router plugged into the wall jack. The ONT and the router need to be in a location with an AC outlet nearby. If the customer requires or requests more complicated interior installation work (e.g., running cable for a router on the second floor), the customer will have to pay for any additional costs.



Images showing samples of equipment. The exterior Network Interface Device on the left is 8.6" wide by 7.3" tall. The Optical Network Terminal in the bottom right is about 3" wide by 6" tall, and is usually wall-mounted in a basement location. The WiFi router in the top right is about 8" wide by 7" tall, and is usually located in the center of the first floor to provide the best WiFi signal throughout the home.

**TOWN OF PLAINFIELD**  
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[www.plainfield-ma.us/broadband](http://www.plainfield-ma.us/broadband)



### Property Access Form (Revision: 2019-02-01)

Owner Name(s): \_\_\_\_\_ Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Preferred Mailing Address \_\_\_\_\_

Preferred Phone # \_\_\_\_\_ Email Address: \_\_\_\_\_

This Agreement between the Owner(s) of the above-described property and the Plainfield Light and Telecommunications Department (“MLP”), gives the MLP permission to install and maintain a fiber optic connection to the above residence from the street, including cables and equipment such as a Network Interface Device (all exterior cables and equipment are together “the Drop”) across the property (“the Drop Area”). By signing the Agreement, the Owner(s) agree to and represent that:

(please initial each of the items A – I below, and answer the two questions J and K following)

- A. The person(s) signing this document is/are the owners of the property identified above. \_\_\_\_\_ (initial)
  
- B. The Owner(s) agree to allow the MLP and any representative, or sub-contractor of the MLP onto the property to install, maintain, and repair the Drop. Owner(s) also acknowledge that the Drop remains the property of the MLP. \_\_\_\_\_ (initial)
  
- C. Taking into consideration Owner(s) preferences, the MLP will determine the most expedient way to install the Drop, whether using an aerial or underground approach. If Owner(s) request a more expensive method or path, Owner(s) will be responsible for any additional costs. \_\_\_\_\_ (initial)
  
- D. The MLP will install and maintain the Drop in a commercially reasonable manner, and will reasonably attempt to notify the Owner at least 24 hours in advance of construction, repair, or maintenance activities, and will perform those activities between the hours of 8:00 a.m. and 7:00 p.m. The MLP will attempt to reasonably accommodate any rescheduling requests by Owner, but Owner will be responsible for any damages or loss resulting from any subsequent delays due to rescheduling. \_\_\_\_\_(initial)

E. Installation of the Drop does not obligate the MLP to provide services to the Owner(s). To obtain service, the Owner(s) will need to complete a separate agreement per Step Two above. \_\_\_\_\_(initial)

F. Owner(s) are responsible for maintaining the area above and around the Drop Area to preserve access by the MLP for maintenance of the Drop. Failure to preserve free access to the Drop Area will void the MLP's obligation to maintain and repair the Drop. \_\_\_\_\_(initial)

G. The MLP may remove or abandon the Drop with ninety (90) days written notice by the MLP. \_\_\_\_\_(initial)

H. Owner may not use the Drop for any activity or purpose other than those explicitly approved by the MLP. \_\_\_\_\_(initial)

I. This agreement will continue until terminated, in writing, by the Owner or the MLP upon ninety (90) days written notice. The Drop will remain the property of the MLP unless abandoned by the MLP. \_\_\_\_\_(initial)

J. Is your house the site of multiple dwellings? Yes or No

If yes, please indicate all unit numbers or descriptions:

K. If an underground Drop is requested, is there anything buried in your property which might interfere with the fiber installation? Yes or No

Please consider items such as invisible fence, sprinkler system, etc., and provide a complete list below.

a. \_\_\_\_\_ b. \_\_\_\_\_ c. \_\_\_\_\_

## SIGNATURES

Homeowners(s)

\_\_\_\_\_

Please Mail this completed form to:

Plainfield Light and Telecommunications Department  
Town of Plainfield  
304 Main Street  
Plainfield, MA 01070

or e-mail a scan of the signed document to:

[mlpmanager@town.plainfield.ma.us](mailto:mlpmanager@town.plainfield.ma.us)