



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES DEPARTMENT OF TELECOMMUNICATIONS AND CABLE

MEMORANDUM

BY E-MAIL ONLY

TO: Electronic Distribution List for Inquiry on Pole Attachments and Conduit Access on Public Rights of Way, D.P.U. 25-10/D.T.C. 25-1

FROM: Kerri DeYoung Phillips and Scott Seigal, Hearing Officers, Department of Public Utilities
William Bendetson and Kevin Roberts, Hearing Officers, Department of Telecommunications and Cable

RE: Preliminary Technical Session Agenda and Guidelines for Participation

DATE: May 8, 2025

CC: Mark Marini, Secretary, Department of Public Utilities
Shonda Green, Director of Administration, Department of Telecommunications and Cable
Other Interested Stakeholders

I. INTRODUCTION

On April 10, 2025, the Department of Public Utilities and the Department of Telecommunications and Cable ("Departments" or "agencies") issued a memorandum reserving June 23 through June 27, 2025, to conduct virtual technical sessions on topics relating to the above-referenced proceeding. In the current memorandum, the Departments provide preliminary agenda details and questions to be addressed at the technical sessions and, further, request that utility pole owners and others prepare and conduct presentations at the technical sessions on the topics and questions identified in the preliminary agenda. The Departments request: (1) confirmation of presentations by **Friday, May 16, 2025**, from Verizon New England Inc., d/b/a Verizon Massachusetts ("Verizon"), and the three investor-owned electric distribution companies ("EDCs") operating in Massachusetts, NSTAR Electric Company, d/b/a Eversource Energy ("NSTAR Electric"), Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid ("National Grid"), and Fitchburg Gas and Electric Light Company d/b/a Until; and (2) for presentations from all interested stakeholders to be submitted by **Monday, June 9, 2025**, based on the preliminary agenda topics and questions identified below. The Departments also provide instructions for participation at the sessions, as well as identify a

separate website link and dial-in information for the sessions for other interested stakeholders and members of the public.

II. BACKGROUND

On January 17, 2025, the Departments jointly issued an Order opening an inquiry to explore utility pole attachment, conduit access, double pole, and related considerations applicable to utility work conducted on public rights-of-way (“ROWs”) in the Commonwealth. The Departments’ inquiry is specific to our shared authority under M.G.L. c. 164, § 34B (double poles) and M.G.L. c. 166, § 25A (pole attachments and conduit access), as well as the legislative directive to the Department of Public Utilities to open a proceeding to facilitate ROW or pole-mounted electric vehicle supply equipment (“EVSE”). See An Act Promoting a Clean Energy Grid, Advancing Equity and Protecting Ratepayers, St. 2024, c. 239, § 134. The Departments docketed this inquiry as D.P.U. 25-10/D.T.C. 25-1.¹

The Departments requested comments and data from a broad range of stakeholders, and the agencies encouraged stakeholders to submit proposed revisions to our shared regulations. To date, the Departments have received comments from more than 40 entities, including the three investor-owned EDCs, Verizon, state officials, municipal lighting plants (“MLPs”), other municipal entities and officials (e.g., local departments of public works), attachers, and other interested stakeholders. Only a single entity, CRC Communications, LLC d/b/a GoNetSpeed (“GoNetSpeed”) submitted proposed revised draft regulations for the agencies’ consideration.

To help inform development of agenda items and topics for discussion at the June technical sessions, in our April 10, 2025 memorandum the Departments permitted interested stakeholders to propose topics to be addressed at the sessions in order of priority. The Departments also requested that utility pole owners, in particular, the EDCs, Verizon, and interested MLPs, as well as attachers operating in Massachusetts, provide presentations on key issues for discussion at the technical sessions based on agenda topics to be established by the agencies. The Departments requested that stakeholders notify the Departments by April 24, 2025, of the topics they would like to address at the sessions and of their interest in providing presentations.

The following entities confirmed that they would like the opportunity to provide presentations and identified topics of interest, listed in order of priority: (1) jointly from NSTAR Electric and National Grid; (2) Verizon; (3) Crown Castle Fiber LLC; (4) GoNetSpeed; and (5) the New England Connectivity and Telecommunications, Inc., on behalf of its members, Breezeline, Charter Communications, Comcast, and Cox Communications. The Departments also received topic suggestions from Cape Light Compact and a separate request to participate from CTIA – The Wireless Association.

¹ All documents issued by the Departments and submitted by interested stakeholders in this proceeding are available through the Department of Public Utilities’ website through the following link: <https://eeaonline.eea.state.ma.us/dpu/fileroom/#/dockets/docket/11442>.

III. REQUEST FOR PRESENTATIONS AND DEADLINE TO SUBMIT

The Departments request that the EDCs and Verizon, as the utilities that own a substantial majority of the utility poles in the Commonwealth, provide presentations on the preliminary agenda topics and questions identified below. To limit unnecessary duplication of topics and items, we also request that the EDCs and Verizon confer and coordinate on those presentations. Based on the level of detail requested, the Department will permit presentations longer than 15 minutes in length from the EDCs and Verizon. The Departments request that the EDCs and Verizon confer and confirm whether and how they will accommodate the agencies' request by **Friday, May 16, 2025**.

The Departments encourage and welcome presentations and input from other interested stakeholders on the topics and questions identified below. Consistent with our instructions in the agencies' April 10, 2025 memorandum, we request that, to the extent possible, similarly-situated entity types also coordinate on their presentations (e.g., coordination between MLPs, between cable television attachers, etc.). Presentations from other stakeholders will remain limited to approximately 15 minutes.

The requested presentations are intended to inform and guide discussions among a wide array of stakeholders, and the discussions will help to inform the Departments on how best to approach revisions to our shared regulations in a proceeding to occur in the near term. Copies of all presentation(s) shall be submitted to the Departments by **Monday, June 9, 2025**. The presentations will be posted to the Departments' respective web pages for informational purposes only as soon as practicable.

IV. PRELIMINARY AGENDA AND QUESTIONS

Based on the submissions received to date, the Departments provide a preliminary agenda² and initial questions below to facilitate presentations and discussions at the technical sessions on the topics identified below. **These questions are intended to inform and guide the discussions and do not reflect the official position or policy of the Departments or of their Commissions on the matters identified.** The Departments anticipate first permitting agency staff and participants with dedicated links to ask questions related to any presentations provided or on the topics being discussed. If time permits, the Departments will provide other interested stakeholders viewing through the public link the opportunity to also ask questions related to any presentations and associated topics.

The sessions will commence at 10:00 a.m. each day, although participants receiving dedicated links shall log in by 9:45 a.m. to resolve any potential technical issues and procedural questions before the session begins. Unless a session concludes early on a particular day, two 15-minute breaks will be provided at approximately 11:30 a.m. and 3:30 p.m., and a one-hour

² In developing the below schedule, the Departments incorporated a measure of flexibility. As such, the Hearing Officers may amend the topic order or extend discussions on particular issues, as needed.

lunch break will commence at approximately 1:00 p.m. Additionally, the sessions will not be recorded by the Departments or transcribed by a court reporter.

Monday, June 23, 2025 Session Topics and Questions:

- *Opening remarks and introductions*
- **Topic 1: Technical, Safety, and Engineering Considerations for Pole Attachments**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - Please provide an overview of the different types of attachments typically found on utility poles and as listed below. Include descriptions of where on poles such attachments are located (space description), spacing needs, when/how prevalent each are between rural and more urban areas, and considerations when surveying poles for new attachments. Visuals and pictures for different items are encouraged.
 - The different ‘segments’ of space, e.g., electric space, communications space, unused space/spacing for climbing.
 - Markings and identification used on poles and for attachments.
 - Electric attachments, for example:
 - Primary and secondary lines
 - Transformers
 - Insulators
 - Cut-outs
 - Ground and guy wires
 - Streetlights
 - Other Electric attachment types, if applicable
 - Municipal attachments, e.g., fire alarm, communications, municipal networks (excluding municipal broadband MLPs).
 - Cable television, wireline telecommunications, and broadband attachments.
 - Distributed antennae system attachments.
 - Other attachment types, if applicable.
 - Discuss whether sub-transmission poles are treated differently from typical distribution poles, particularly regarding new attachments, transferred attachments, and maintenance.

- Discuss how the number and weight of attachments and the age of utility poles impact the integrity and strength of the poles.
- Discuss how vegetation and storm and extreme heat events impact the integrity of utility poles and attachments.
- Discuss the frequency and process you use to conduct routine inspections on utility poles and associated pole selection criteria.
- Describe when the utility utilizes trenching and conduit-to-the-pole for its facilities. For example, to the EDCs, when and why do you utilize conduit for wires on certain poles? Similarly, to Verizon, when and why do you trench your wires from a pole to a local residence or business?
- Describe and provide a visual of the following attachment techniques in the communications space or elsewhere on utility poles. Additionally, discuss the instances in which your company would permit or utilize such a practice, if applicable, and any particular safety or engineering concerns.
 - Boxing/opposite-side construction.
 - Extension arms.
 - Overlashing.
 - Chunking.
- Temporary and abandoned attachments:
 - Provide visuals for temporary and abandoned attachments, if available.
 - Describe when pole owners may rely on temporary attachments for their facilities.
 - Discuss why pole owners oppose the use of temporary attachments by attachers.
 - Discuss when/how the pole owner may abandon/disconnect its own attachments but will leave those facilities on the pole.
 - Discuss when/how the pole owner determines when a third-party has abandoned its attachment(s).
- Discuss safety and engineering considerations in relation to:
 - Pole top access by wireless facility attachments.
 - Wireless attachments, generally.

- Requesting attachers being permitted to conduct self-help on utility poles.
 - EVSE attachments.
 - Discuss additional considerations relating to pole top access by wireless facility attachers, boxing, overlash, and temporary attachments.
 - Describe your company's current practice for addressing unauthorized attachments. If applicable, discuss when your company resorts to self-help measures for removing unauthorized attachments.
 - Identify any additional technical, safety, and engineering considerations that the Departments should consider and explain why.
- Presentation(s) and/or reactions from other stakeholders: Discuss your organization's position(s) and, if applicable, additional considerations relating to any of the above items.
- Opportunity for additional related questions and discussion
- **Topic 2: ROW Planning and Coordination with Municipalities, MassDOT, and Public Safety**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - In your company's experience, when and how often do the following apply to survey and make-ready work for attachments and pole replacements, and how do these items impact planning and timing for survey and make-ready work conducted on public ROWs?
 - Roadway moratoriums – e.g., seasonal versus trenching moratoriums, trenching from pole to a residence/business (same-side) versus trenching to an opposite-side residence or business; and
 - Licensing/permitting for survey and make-ready work to be performed on utility poles and conduit.
 - For licensing/permitting for survey and make-ready work to be performed on utility poles, in your company's experience:
 - Which stages of the attachment process require licensing/permitting and police details/flaggers? For instance, does this apply to survey work?
 - If a pole is jointly owned, are multiple licenses and permits required and/or obtained, one from each pole owner, from

MassDOT or from the municipality where work is being conducted?

- What level of detail is required on ROW licenses/permits applicable to simple- versus complex-make-ready work?
- Must each attacher obtain separate licenses/permits to shift their attachments and/or add new attachments?
- Discuss how municipal and MassDOT requirements may influence the time it takes to perform survey and make-ready work (simple- and complex-make-ready).
- If the agencies adopted mandatory timelines for survey and make-ready work, how much time is required for obtaining necessary approvals from MassDOT and/or municipalities? Discuss why.
- In your company's experience, if/when do municipalities require public hearings for the replacement of existing utility poles or the addition of new wireline or wireless attachments? What are the timing and process requirements for scheduling such hearings? Are there ever municipal limitations on increases to pole heights or on timing for pole replacements?
- Discuss whether any grants-of-location provided to your company by municipalities for placing utility poles on public ROWs include restrictions or requirements applicable to municipal or other attachments and, if so, summarize common restrictions/requirements.
- Identify any additional considerations relating to this topic that the Departments should consider and discuss why.
- Presentations and/or reactions from other stakeholders:
 - Discuss your organization's position(s) and, if applicable, additional considerations relating to any of the above items.
 - At what point(s) in the existing process would communication from utilities to municipalities be beneficial to expedite work? What additional information sharing would be of use to MLPs?
 - In your organization's experience, to accommodate new attachments, must your organization obtain a separate approval/license from MassDOT and/or municipal officials before you shift your attachments on a utility pole or to a new utility pole?

- In your organization's experience, do MassDOT and/or municipal requirements require your organization to obtain police details/flaggers to move your attachments on a utility pole or to a new utility pole?
- Opportunity for additional related questions and discussion
- **Topic 3: Attachment Applications, Survey, and Make-Ready Work and Associated Costs**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - Describe/provide visuals for the different stages of your company's application, survey, and make-ready work process. Distinguish between simple- and complex-make-ready work.
 - Provide a link to the place on your company's Massachusetts webpage for entities seeking to attach to poles owned by your company. Address whether the webpage includes access to applications, template aerial license agreements, other internal policies and information relating to pole attachments, appropriate company contacts for the state, and a summary list of the most current annual pole attachment rates for different types attachments (cable television, wireline telecommunications, wireless telecommunications, etc.). If your company does not have such a webpage or the webpage does not provide such details, discuss why.
 - For jointly-owned poles, discuss whether the EDCs and Verizon can implement a single application, survey, and/or make-ready process. Explain why or why not.
 - Discuss items for the Departments to consider if we apply a single application, survey, and/or make-ready process to the EDCs and Verizon.
 - In your company's experience, discuss considerations in relation to poles jointly-owned with MLPs.
 - Describe how your company accounts for sole- versus jointly-owned poles in an attachment application. In other words, if an applicant's project requires attachments on both sole- and jointly-owned poles, does this require multiple applications with the same EDC/pole owner, or a single application?
 - Discuss whether your company's current application processes and/or aerial license agreements require attachers, including wireless, broadband and EVSE, to be registered with either of the agencies in some capacity to

be eligible to submit an attachment application and/or attach to utility poles. If so, discuss why.

- Discuss any limitations or considerations for the agencies to mandate the use of agreed-upon contractors to move all attachments in the communications space (including cable television and broadband attachers, municipal attachments, telephone provider attachments, etc.)? As part of your response, address liability considerations, including for municipal/fire/alarm attachments?
 - Discuss additional liability and insurance considerations. For instance, for existing attachers in the communications space, is loss-of-service a consideration in certain instances when conducting make-ready work? If so, describe those instances.
 - Discuss the best timing and coordination for attachers to contact pole owners, especially for large planned projects before an application is submitted.
 - Describe when and how make-ready costs are allocated/charged between attachers.
 - Describe when and how costs are incurred by attachers arising from planned utility upgrades to utility pole infrastructure.
 - Discuss how attachers are notified when they need to shift their attachments to a different location on a pole versus to a new pole. Discuss your processes for ensuring that attachers' facilities are moved in a timely manner.
 - Discuss considerations that need to be addressed if the agencies mandate the use of a list of qualified contractors to perform make-ready work in the communications space.
 - Identify any additional considerations relating to this topic that the Departments should consider and discuss why.
- Presentations and/or reactions from other stakeholders:
- Discuss your organization's position(s) and, if applicable, additional considerations relating to any of the above items.
 - Describe your organization's processes and timing for communicating with pole owners prior to submitting an application. As part of your response, discuss whether your organization's provides advance notice to pole owners of your organization's impending application(s). Explain whether these processes change if accounting for the need to attach to a large number of utility poles.

- Describe your experience in Massachusetts with the different stages of applications, survey, and make-ready work with different utility pole owners (EDCs, Verizon, and MLPs).
- Opportunity for additional related questions and discussion
- *Concluding remarks*

Tuesday, June 24, 2025 Session Topics and Questions:

- *Opening remarks and introductions*
- **Continuation of Topic 3, if needed**
- **Topic 4: National Joint Utilities Notification System (“NJUNS”)**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - Describe and discuss the NJUNS database, including a description of the different functionalities of the database currently utilized and available to pole owners and enrolled attachers. Provide screenshots, if available. As part of your discussion on functionality capabilities:
 - Discuss whether/how temporary attachments are or could be accounted for in NJUNS.
 - Discuss whether/how wireless attachments are or could be accounted for in NJUNS.
 - Discuss whether/how EVSE attachment are or could be accounted for in NJUNS.
 - Describe your company’s processes and protocols for identifying and addressing abandoned attachments in NJUNS.
 - Define and explain the term “non-participating 3rd party” as reflected in Verizon’s bi-annual double pole reported submitted in D.T.E. 03-87. Similarly, discuss how unregistered attachers are accounted for in NJUNS.
 - Discuss why specific non-participating municipal attachers are assigned codes in NJUNS.³

³ Refer to NJUNS Member Code website, available at <https://app2.njuns.com/forms/publicmemberlist?state=Massachusetts>.

- Describe and discuss additional functional capabilities not being utilized by your company. Provide screenshots, if available.
 - Describe how NJUNS and your entity notifies attachers when they need to shift or move their attachments. Provide screenshots, if available.
 - Discuss how NJUNS is funded and whether MLPs or attachers must pay to register and input data into NJUNS.
 - Explain whether your company currently mandates attacher participation in NJUNS and if this is accomplished through your company's aerial license agreements. Discuss why or why not.
 - Explain whether your company currently mandates municipal attacher participation in NJUNS. Discuss why or why not.
 - Explain whether the Departments should mandate registration with NJUNS by attachers and discuss why. What additional considerations apply?
 - In your company's experience, discuss how often registered attachers fail to update NJUNS in a timely manner when they shift their attachments. Discuss whether and how the company's aerial license agreements(s) accounts for an attacher's failure to update NJUNS.
 - Describe your company's processes and protocols for identifying and addressing errors in NJUNS, e.g., wrong attacher listed, missing attacher, etc.
 - Identify any additional considerations relating to this topic that the Departments should consider and discuss why.
- Presentations and/or reactions from other stakeholders:
 - Discuss your organization's position(s) and, if applicable, additional considerations relating to any of the above items.
 - Describe your organization's processes and timing for updating NJUNS when shifting your attachments.
- Opportunity for additional related questions and discussion
- **Topic 5: Double Poles**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - Identify current obstacles to meeting the 90-day double pole removal deadline.

- Discuss how a single visit transfer for shifting attachments and removing double poles can be accomplished.
- Discuss whether and how the agencies should update current double pole reporting to our Departments. As part of this response, discuss whether your company would support the implementation of a new informational-only proceeding/docket assignment modeled after D.T.E. 03-87?
- If the agencies initiate a new informational-only reporting docket, please provide input on whether the agencies should:
 - Similar to the initial process in D.T.E. 03-87, establish a new start date for backlog double poles, with subsequent reports addressing, in part, which and how many backlog poles were replaced during the reporting period.
 - Require Verizon to continue to provide the primary report on behalf of itself and the EDCs on all new and removed double poles during the reporting period, with the EDCs each providing a narrative and company-specific numbers. If so, identify the details that should be addressed by Verizon and the EDCs.
 - Discuss whether the agencies should add any new narrative requirements, including:
 - Discussion of particular steps taken by the company if the next-in-line attacher remains the same for a particular period of time (greater than 90 days? 180?).
 - Discussion of the company's evaluation process for abandoned and unauthorized attachments.
 - Identification by the company of any abandoned or unauthorized attachments during the reporting period, and discussion of how the company addressed the abandoned and unauthorized attachments.
 - Discuss whether the agencies should require Verizon's report to include all "next-in-line"/"ball-in-court" info and require the EDC-specific reports to all include narrative on the "next-in-line"/"ball-in-court" info.
- To the extent the agencies initiate a new informational-only reporting docket, discuss procedural suggestions for allowing stakeholder input on the reports.
- Discuss whether your company has any suggestions for accelerating double pole removals.

- Identify any additional considerations relating to this topic that the Departments should consider and discuss why.
- Presentations and/or reactions from other stakeholders:
 - If applicable, respond to or discuss additional considerations relating to any of the above items.
 - Identify additional suggestions for updating the reporting and/or double pole removal process.
- Opportunity for additional related questions and discussion
- *Concluding remarks*

Wednesday, June 25, 2025 Session Topics and Questions:

- *Opening remarks and introductions*
- **Topic 6: Massachusetts Formula and Inputs**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - To the EDCs: Identify your wireline telecommunications and cable television pole attachment rates as of year-end 2024 and for 2025. Summarize/walk us through the different inputs for how your company calculates its annual pole attachment fees. Include a copy of a pole attachment rate worksheet, with all inputs, identifying your company's current rates for telecommunications and cable attachments.
 - To Verizon: Identify your wireline telecommunications and cable television pole attachment rates as of year-end 2024 and for 2025. Summarize/walk us through the Federal Communications Commission ("FCC") guidance relied on by your company in calculating annual pole attachment fees in Massachusetts. Summarize/walk us through the different inputs for how your company calculates its annual pole attachment fees. Include a copy of the most recent annual pole attachment rate worksheet submitted by your company to the FCC in CC Docket No. 86-182 for its Massachusetts territory.
 - Discuss if/when municipal attachers are permitted to attach to your company's utility poles free-of-charge and explain why.
 - Identify any additional considerations relating to this topic that the Departments should consider and discuss why.

- Presentations and/or reactions from other stakeholders:
 - If applicable, respond to or discuss additional considerations relating to any of the above items.
 - If applicable, explain your proposed revisions and/or input changes to the Massachusetts Formula
- Opportunity for additional related questions and discussion
- **Topic 7: Memorandum of Agreement and Dispute Resolution**
 - Discussion of potential revisions to the agencies' MOA and procedural considerations for dispute resolution processes going forward.
 - Discussion of whether the formal dispute resolution process in 220 CMR 45.00 should be expanded to include claims by utility pole owners against attachers.
- *Concluding remarks*

Thursday, June 26, 2025 Session Topic and Questions:

- *Opening remarks and introductions*
- **Topic 8: EVSE (estimating half day) – Questions for discussion**
 - EDCs and Verizon presentation(s) (requested), with opportunity for participant questions and discussion:
 - In your company's experience, discuss the current state of the competitive market for pole-mounted/ROW EVSE in Massachusetts and whether and how EDC ownership of pole-mounted/ROW EVSE would impact the competitive market.
 - Summarize and expand upon your company's concerns with pole-mounted EVSE.
 - Identify conditions, if any, under which your company would support the installation of pole-mounted EVSE on sole- versus jointly-owned poles.
 - To the EDCs:
 - Discuss whether your company would support EDC-owned and operated pole-mounted EVSE.
 - Discuss whether your company would support any other ownership models. For instance, explain whether EVSE-ownership models other than EDC EVSE ownership would alleviate any company concerns about pole-mounted EVSE on EDC-owned poles.

- Are the EDCs' concerns with insurance requirements for pole-mounted EVSE related to the ownership structure of the EVSE?
- What steps can be taken to address the EDCs' concerns with pole-mounted EVSE on EDC-owned poles?
- Are other wiring solutions from the pole possible, such as a riser conduit supplying a separate nearby ground-mounted EVSE?
- Explain any concerns your company may have with ROW EVSE. If applicable, describe those concerns, and explain how those concerns can be addressed. Further, discuss whether enhanced utility EV infrastructure program incentives for ROW EVSE could generate increased interest in deploying these types of chargers.
- Identify and discuss whether different barriers to deployment of pole-mounted/ROW EVSE exist in cities versus more rural communities. If such barriers exist, describe the barriers specific to each setting, and identify any steps that EDCs, Verizon, municipalities, or other entities could take to reduce those barriers.
- Identify any additional considerations relating to this topic that the Departments should consider and discuss why.
- Presentations and/or reactions from other stakeholders:
 - If applicable, respond to or discuss considerations relating to any of the above items.
- Opportunity for additional related questions and discussion
- ***SECOND PORTION RESERVED***
- *Concluding remarks*

Friday, June 27, 2025 Session

- ***RESERVED FOR FOLLOW-UP, AS NEEDED***

V. GUIDELINES FOR VIRTUAL SESSIONS AND PARTICIPATION

A. Videoconferencing Platform and Public Access

The Department of Public Utilities will facilitate the session via the Zoom videoconferencing platform. The public and interested stakeholders may create a basic account at <https://zoom.us/> at no cost. Any person may view the livestream of the session by entering the link, <https://us06web.zoom.us/j/81477790599>, from a computer, smartphone, or tablet. No prior software download is required. For audio-only access to the technical conference, dial **(646) 558-8656 (not toll free)** and then enter the **Meeting ID# 814 7779 0599**.⁴

B. Panelists

1. General

With the exception of any presentations by interested stakeholders, the discussions will be led by the Hearing Officers. Panelists (i.e., hearing participants) will be afforded an opportunity to participate in these discussions. To ensure the efficient and orderly conduct of the session, only agency staff and Panelists will appear on video and have the ability to unmute themselves for discussion. If time permits, the Departments may permit interested stakeholders viewing or listening to the session through the public link or dial-in number the opportunity to also ask questions on presentations and associated topics being discussed.

2. Notice of Panelists

Interested stakeholders shall provide to the Hearing Officers no later than **Monday, June 2, 2025**, the name, title, and e-mail address of the individual Panelist(s) that require dedicated links for the session.

3. Dedicated Links

Each Panelist will receive an individual invitation with a dedicated link from the Department of Public Utilities. Panelists must access the session through the link provided in the invitation. Panelists must not share their invitations with any other Panelist, as each link is specific to that individual.

The Department of Public Utilities anticipates e-mailing dedicated links for the session by **Wednesday, June 11, 2025**. Each Panelist should check their junk e-mail folders in the event that the Panelist does not receive a link in their inbox for the e-mail address provided to the Hearing Officers. By **Tuesday, June 17, 2025**, counsel and/or a single individual from each participating entity shall confirm via e-mail to the Hearing Officers that each designated Panelist for the participant has received an e-mail with a dedicated link.

⁴ These details will also be available on the “Upcoming Events” portion of the Department of Public Utility’s homepage at <https://www.mass.gov/orgs/departments-of-public-utilities>.

Entities should limit the number of designated Panelists to individuals that are essential to the efficient and orderly conduct of the session. Otherwise, all other individuals should use the public hearing link to view the session.

C. Name Display and Admission

Panelists must identify themselves by their full name and organization affiliation (e.g., “Kerri Phillips, DPU”). The Department of Public Utilities will open the Zoom videoconferencing link for Panelists at approximately 9:30 a.m. before opening the link available to the public. As noted above, Panelists must join the session by **no later than 9:45 a.m.** to ensure proper functioning of their audio and video.

D. Technical Difficulties

Panelists are expected to make their appearances by video. If a Panelist is unable to appear by video due to technical difficulties, the Hearing Officers will afford the participant a reasonable amount of time to resolve the technical difficulties. If such technical difficulties cannot be resolved after reasonable efforts are expended, the Hearing Officers may permit the participant to appear by phone.

E. Video and Audio Controls

To reduce ambient noise and other disturbances, all Panelists must mute themselves unless they are speaking. Department of Public Utilities’ staff will use Zoom audio controls to mute or unmute participants as necessary.

F. Monitor

The primary hearing monitor for the technical sessions will be Shirley Barosy, Manager of Legal Administration for the Department of Public Utilities’ Legal Division. The hearing monitor has host privileges, enabling them to admit hearing participants. A list of the hearing participants will be provided to the hearing monitor in advance for that purpose. Panelists should report any technical difficulties to Ms. Barosy at shirley.barosy@mass.gov, who will then relay that information to the Hearing Officers.

G. Access to Presentations During Sessions

Each entity providing a presentation shall be responsible for performing a share screen of its presentation(s).

H. Recording

The Zoom videoconferencing platform will livestream the sessions; however, the Departments will not record the livestream, and the livestream will not be part of the official record for this proceeding. To ensure the orderly conduct of the sessions, the chat and record features of the Zoom videoconferencing platform will be disabled.

To facilitate the free flow of discussions, the Departments discourage recording by session participants and others. **To the extent that any participant is recording any session(s), they shall promptly notify the Departments and all other participants at the start of the session.**

I. Session Arrangements and Breaks

The sessions will begin at 10:00 a.m. and end by 5:00 p.m. each day, unless otherwise directed by the Hearing Officers. The Hearing Officers will allow for breaks as necessary, as outlined above. During breaks, the Department of Public Utilities will post a notice via the Zoom videoconferencing platform that the session is in recess.

VI. CONCLUSION

For questions regarding this memorandum, please contact the Hearing Officers at kerri.phillips@mass.gov, scott.seigal@mass.gov, william.bendetson@mass.gov, and kevin.roberts@mass.gov.