

Shutesbury Broadband Committee Meeting			
2.28.2017		6:30-8:30	Town Hall
Facilitator	Gaye Huntress		
Minute Keeper	Asha Strazzero-Wild		
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input checked="" type="checkbox"/> Frank Citino <input checked="" type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Asha Strazzero-Wild <input checked="" type="checkbox"/> Steve Schmidt <input checked="" type="checkbox"/> Eric Stocker	<input checked="" type="checkbox"/> Craig Martin <input checked="" type="checkbox"/> Ayers Hall
Guest Attendees	Becky Torres (Town Admin), Mike Vinskey (Select Board)		
Approve Minutes from 2/13/2017 <input checked="" type="checkbox"/> Yes (unanimous) <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable (unanimous approval)			
Update on MBI			
Discussion Notes	<p>The MBI board met Monday morning and some folks representing other towns went as "watchers."            During the meeting Tim Connelly (Exec Director of Mass Tech, MBI's parent organization) announced they are releasing the full professional services money to towns that want it!!!! Charley Rose from Worthington recorded him saying it.            Todd Cochran followed up re: Pole Survey data—will be done 3/31 and then go through 10 day quality control so we won't get it until 4/12.            Still should be requesting a special town meeting and get our RFP out- will still take some time.            Towns that want MBI assist will still get it; MBI will have to pay for make ready up front as a way to reduce risk to towns.            Graeme suggests doing things independently to keep things moving- don't want to be waiting on anything for MBI so be clear on what we are asking for free cash for and how much            \$75/pole for application fee- x 1600 poles = total amount of \$120K + \$40K for design- could be worth starting to spend from our 2015 appropriation            We will have to appropriate the full amount up front and explain that we have good assurances that we'll get X amount reimbursed from MBI. This is a shift from MBI just doing it for us.            Becky talked to Gabe/Treasurer and if we get a commitment that we'll receive the \$360K then we can spend that money out of the professional services.</p>		

WiredWest update from Craig

- Carolyn Kirk meeting with WiredWest team in a few weeks
- In Plan A2 each town will have a fixed amount to pay for services; towns can also add a bill to the charge (town surcharge)- for example full recovery of a bond. This means customer towns will have varied bills. If we have 10 towns on board and the WiredWest ops is at break-even, we need to keep those numbers up. If we were a single town we can easily make a decision – eg sign up incentives etc. The way it will work with WiredWest is that some might do that and others might not. If revenue sharing is up for one town due to increased take rate but not necessarily equal work. Some towns may want control but maybe we do need more consistency because it's a cooperative business.
- Steve Nelson reported back on Washington; they now have their pole survey back- green, yellow or red poles. \$200, \$500, and \$4500 to replace. Poles owned privately still count so may be higher. Rowe says 2/3 are green poles. Ashfield said their pole count doubled from what was expected.
- Discussion on the importance of having an elected MLP. Select Board responsible to town but MLP responsible to rate payers.
- Distributed sample of a warrant article.
- As soon as our MLP is ready we can go straight to ISP- not required to bid. We can get required to do procurement if we do MLP to MLP (not to private like Matrix because they are not an MLP). You don't have the take the lowest bidder but you have to justify. Could do a BID-straight request for a bid rather than setting criteria and having pricing and qualifications separate.
- Two people interviewed on WGBY last night- interviews went well—Tim and Bob were interviewed. Also Berkshire Trade and Commerce, Berkshire Eagle wants to do more reporting. Reporters are working on this. WGBH and NYT wanted to meet in Springfield but didn't want to drive up to the hill towns. Jim Drawe will be in Wendell March 2 to kick off a road show and provide updates.

Date	Event	Cost	Source	Notes/ Action Items
March 21	Select Board meeting			Need to get sign off for Special Town Meeting Gayle to work on a warrant article to present to Select Board (Gayle has MLP separation language)
Tues, April 11	Special Town Meeting (MLP separation, vote members-5)			What is the mechanism to transfer money from the town to MLP? (Becky to ask Gabe) How do we take a floor vote on members? (Becky to ask Gabe)
April 15	Pole Survey			
April 30	Pole Applications Design and Bid package  Design costs	\$120K applications + \$10/pole = \$16K for pole processing \$60K		Gayle to look at pole data- regular and service (don't think we need to do stuff for service poles) Graeme to look up who we need to work with Ballpark ask is \$200K- Gabe will need a full budget (goal – end of April) Graeme and Craig to look at whole budget and timeline (this week!) Steve will communicate a heads up to Gabe and give her the final info
May 6	Annual town meeting			

Action Items	Person Responsible	Deadline
Mechanism to transfer town money to the MLP	Becky to talk to Donna and Shrewsbury	

Set Next Meeting		
2.28.2017	TBA	TBA
Agenda Items	Next meeting Tuesday, March 14 <sup>th</sup>	
Adjourn		