

MLP Board/Broadband Committee Minutes

6.27.2017		6:30 PM		Town Hall	
Facilitator	Gayle Huntress				
Minute Keeper	Gayle Huntress				
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress	<input type="checkbox"/> Asha Strazzero-Wild	<input checked="" type="checkbox"/> Craig Martin		
	<input checked="" type="checkbox"/> Frank Cintino	<input checked="" type="checkbox"/> Steve Schmidt	<input checked="" type="checkbox"/> Ayers Hall		
	<input type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Eric Stocker	<input checked="" type="checkbox"/> Kent Whitney		
Guest Attendees	*Steve was there in beginning then had work obligation and came for last half hour again				
Approve Minutes from 6/12/2017 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable					
Updates					
Discussion Notes					
<p>Money flow process – Steve. Accounts are set up. Passed paperwork on to Gayle to make check requests.</p> <p>Website updated – need to add Kent. Request made to web committee.</p> <p>WW Update – MOU released. Review for next meeting.</p>					
Decisions/Outcomes					
Need to continue to look at operations models. Kent will take on.					
Action Items		Person Responsible	Deadline		
KENT – gather operator/ISP quotes from WGE, Crocker, OTT					
KENT – Send Gayle scan of HGE “details attached” page so those details can be requested from Margie					
GAYLE – ask for meeting with Leverett team, late July					
EVERYONE – Review attached MOU					
Pole attachment status					
Discussion Notes					
<p>Rick gone until the 30th In the meantime, Becky put in request for the \$ Two poles in Jan hills that need to be looked at – Craig? What should we do about possibly using the municipal attachment clause? Just wait till make-ready estimates come in? Yes, also waiting for answer from Donna about possible legal actions we could take. Combine with other towns?</p> <p>Graeme – the applications need some technical specs. Should we ask WGE about this? Do you know? Is it standard? Review of the applications together? How will Rick know the specs?</p>					
Decisions/Outcomes					
Action Items		Person Responsible	Deadline		
CRAIG – investigate two mystery poles in your neighborhood.					
GAYLE- get technical specs from aaron					

Boilerplate WGE contract		
Discussion Notes		
What are the next steps to get this ready? Should we set up a meeting with WGE or just pass contract back and forth? Do we need another legal review?		
Decisions/Outcomes		
Action Items	Person Responsible	Deadline
CRAIG - Work on final cost estimator		
STEVE - work on contract draft.		

NEXT MEETING - JULY 10