

Shutesbury Broadband Committee

6.16.2016 6:00-8:30 Shutesbury Town Hall

Facilitator Gayle Huntress

Minute Keeper Asha Strazzero-Wild

Committee Attendees
 Gayle Huntress Asha Strazzero-Wild Craig Martin
 Frank Citino Steve Schmidt Ayers Hall
 Graeme Sephton Eric Stocker

Guest Attendees John Furey (MBI), Kent Whitney (Community Member)

Approve Minutes from 6/9/2016 Yes NO Not Applicable

Unanimous Approval

Notes

Discussion Notes

Discuss and Finalize Pole Application Plan

- Gayle and John reviewed accuracy of pole inventory data this afternoon
- Don't have good GPS data and will ultimately need to get that
- Options: Go fast and submit what we have (does not include measurement information) OR get more data and then do a submit so to avoid them coming back with questions. Real challenge is when it comes to the design work. Certified pole data isn't argued with.
- MBI includes this as part of the services to be included in the RFP (pre-qualified 3 firms- want to send them a mini bid next week)- includes all utility owned poles in the town
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Review Readiness Profile Outstanding Items

- Review outstanding items:
 - Section 3.4 Need a letter from the bond authorization person – standard letter (Asha to work with town officials to get this)
 - Section 3.5 – Letter to DLS about town accounting process- Asha to create a standard letter modeled after MBI example

Review Sustainability Worksheet

- Review the sustainability model and discuss inputs
- Identify outstanding data points- % of seasonal premises

Discussion: How should we message the possibility of needing to do a re-vote? Warrant says MLP regional model. Legal AND morale issue. Waiting to find out whether or not we legally have to re-vote. If we are legally mandated then we can do a rush in 1 month and do both the ballot vote and 2/3 vote in one day- more realistic timeframe is 6-8 weeks.

Action Items	Person Responsible	Deadline
Asha to submit outstanding Readiness Profile documents to John Furey (Asha and John meeting Monday)	Asha	Monday
Gayle to pull together a subcommittee group on the Sustainability Worksheet (outstanding items: Asha will get seasonal premises, Gayle will call PURMA to get missing line items)	Gayle	ASAP

MEETING WRAP UP

Set Next Meeting

6.16.2016 6:00-8:30 Shutesbury Town Hall

Next Broadband meeting: Thursday June 23 6:30-8:30 PM