

Shutesbury Broadband Committee			
7.15.2020		5:30 PM DST	
		On Line Zoom Meeting	
Facilitator	Gayle Huntress		
Minutes	Jim Hemingway		
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress	<input checked="" type="checkbox"/> Jim Hemingway	<input checked="" type="checkbox"/> Craig Martin
	<input checked="" type="checkbox"/> Frank Citino	<input checked="" type="checkbox"/> Steve Schmidt	Ayers Hall
	<input checked="" type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Eric Stocker	<input checked="" type="checkbox"/> Kent Whitney
Other	Becky Torres, Town Administrator, Leslie Luchonok		
Approved minutes for 6/17 and 7/1/2020			

Hut report: temps and humidity holding steady, HVAC units switched on a regular basis. Lady bugs gone as well. Screening will be put up on the air vents to protect against what is feared to be an imminent locust attack...

Calix finally sent the 'free' replacement part/blade to compensate us for the repair issue brought on by the Calix technician who installed the Calix equipment in our hut May, 2019. This gives us a backup circuit board for the Calix equipment in the hut. Graeme suggested we also have a spare GPON splitter for the splitter box by the state beach at Lake Wyola. Some concern was also voiced about having the ability to monitor the hut's generator remotely. Graeme wants confirming emails about the status of the generator sent to him on a regular basis. Gayle will ask Paciorek, the electrical contractor, about this issue.

Crocker is now reporting more details about their service calls, but we'd prefer still more specifics about the repairs that are made. and about billed hours (labor). We should have all of the data we need for proper oversight.

WiFi calling issues: some subscribers have persistent problems; others have no issues, all in all a very varied picture, not only in Shutesbury, but elsewhere. The Broadband Committee will continue to study this issue.

Steve on finances: the MLP cash flow has been pretty steady around \$39,000 a month.

MLP vote on hiring Gayle Huntress as MLP manager. A vote was taken: Schmidt moved, Hemingway seconded; Schmidt: Aye, Hemingway: Aye, Huntress: Abstain. Gayle will remain on the MLP while serving as MLP manager(as allowed by recent Town Meeting vote).

Router inventory – It was decided that it is important to continue to use the same standardized router for our upcoming installs. We currently have 3 Linksys routers left at Crocker for future installs. Decision to have Crocker buy 10 more Linksys EA7300 routers was made and agreed upon.

Discussed a letter from a landlord concerned about the \$250 re-connection fee after a 90 day lapse in service. After much discussion, the Broadband Committee voted to retain current policy and not grant special exceptions that might be seen as unfair or inconsistent. Gayle suggested revisiting this issue sometime next year.

N-Star/WMECO/Eversource is doing an audit about all the non-electric attachments to their poles, including the 50 that the MLP uses for our fiber in Shutesbury. No action required. Not anticipating any problems with this audit coming up.

At the request of the Finance Committee, the Broadband Committee discussed recommendations regarding renewing the BAN (Bond Anticipation Note): Lengthy discussion about renewing the BAN coming due this August for another year. Unanimous vote to recommend that the BAN be renewed for another year. Gayle will send FinCom a summary of our discussion. The \$17K left over from the startup grant will be returned to the Town, rather than applied to the debt, as per recommendation of Town Accountant Gail Weiss.

Steve presented a spreadsheet that outlined all of the grant money and other revenue that could be used this August to reduce the debt from \$794,000 to roughly \$250,000, a considerable drop.

Noted that \$883,333 was borrowed in April, 2020. Ryan Mailloux, the Town's Treasurer, secured a 10 year Serial State House Loan Note with the Greenfield Cooperative Bank at 1.25% interest for the first 5 years and 2% interest for the second 5 years. Steve presented a spreadsheet that outlined the grant money and other revenue that could be used this August to reduce the remaining debt, currently financed as a 1 year BAN due August 16, 2020, from \$794,000 to roughly \$250,000. Gayle also provided some calculations that indicated that the MLP might have the funds to reduce or possibly eliminate this debt when the new 1 year BAN comes up for renewal in August, 2021. The MLP's ability to do so would depend on maintenance and repair costs remaining

as low as they have been since the MLP started its operation a year ago (e.g., few wind and ice storms). Meeting with Finance Committee and Treasurer next week, 7/21/20, to figure out borrowing structure for remaining construction fund balance.

Set Next Meeting	
	Wednesday, August 19, 2020, 5:30pm