



## SHUTESBURY PUBLIC MEETING NOTICE

Posted in accordance with the provisions of MGL 30A §§18-25

### Shutesbury Broadband Committee/MLP Board

**Monday, January 7**

**5:30 PM – 8:00 PM Committee Meeting**

Shutesbury Town Hall

#### **AGENDA**

**1. Take Attendance -**

Becky Torres (town admin)  
Jim Crowley (Holyoke Gas & Electric)  
Eric Stocker  
Frank Citino  
Gayle Huntress (minutes)  
Craig Martin  
Graeme Sephton  
Steve Schmidt  
Jim Hemmingway

**2. Approve Minutes from 1/3 -Approved**

**3. MLP Manager Position Update - Postponed**

**4. Drop Installation Bid Work**

**5. Other Business – Logo contest comments.**

Special meeting on Sat the 16<sup>th</sup> to choose. Flyers avail. at library and town hall (printable stack) – talked to mary anne – glad to collect entries there.

Tentative for Saturday 16<sup>th</sup> at 10AM, if only get a few entries then will do during evening meeting

**6. Meeting with Project Managers – Jim Crowley, HG&E**

- Overall Project and General Design Review
- How to handle pole fiber terminals that were cancelled, Jim will handle
- Not enough splitters? See if the attached BOM has updated amounts. Gayle to get from WGE.
- How to handle true up on materials with WGE – work with Chris LaVertu.
- Whip City Fiber will be on tags. Should instead be generic SMLP tags, no phone number. Jim will reconcile.

- Status of hut – done early end of Jan/early Feb. Discussed hut design. Jim will design the fiber cabling and layout specs and then we will make a decision to have TriWire buy or buy from WGE.
- Materials list for hut fiber equipment – Graeme to work on and include single source bid for active hut equip, ONT, routers.
- Payment schedule – Will the attached schedule work? Is two days enough time for you to review the invoice and work performed? No, not enough time. Gayle will redo the schedule to allow five business days and relay at next project meeting.

## **7. Adjourn**