



SHUTESBURY PUBLIC MEETING NOTICE

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

Shutesbury Broadband Committee/MLP Board

Meeting

Monday, July 2, 2018

6:00 PM to 8:00 PM

Shutesbury Town Hall

Minutes recorded by: Gayle Huntress

AGENDA

1. Take Attendance

- a. (Craig Martin, Jim Hemmingway, Becky Torres, Gayle Huntress, Steve Schmidt, Frank Citino, Kent Whitney, Ayers Hall)

2. Approve minutes from 6/18 - Approved

3. Conduit Eval Day Plan

- a. Meet at Ames Haven Road at 9 AM.
Training till 9:30. ~233 Houses to do.
- b. Gayle will send out town notification and put info on our website
- c. Asha coordinating all volunteers and materials.

4. Project Overview Update

- a. WGE finished design but Steve to follow up – looks like they still didn't get everything on our hit list done
- b. Town internconnect meeting. Friday, July 13, 11 AM. Graeme and Craig.
- c. Need to find out make-ready schedule from WGE

5. Policy Brainstorm and Assign Leads

a. Gayle/Kent/Craig assigned drafts

6. Set next meeting date – Tuesday, July 17

7. Adjourn – 8:07 PM

Tasks:

NEXT MEETING: Tuesday, July 17th, 6-8 PM

Craig/Graeme: write up semi-legalese description of what we want included in the Westfield materials contract (if you can't get it we can buy it, any item over 15% list price we can purchase elsewhere, written in such a way that they can't use it to delay) Due Monday. Gayle to send to Becky for Donna for legal review.

Gayle/Kent – Gayle send RFP questions to Kent. Draft answers and send back to her for posting by Monday.

Craig/Graeme: Attend Town Interconnect meeting on the 13th – Gayle sent invite and call in info.

Gayle – Ask WGE about make-ready schedule. Get exact dates.

Graeme – still working on hut power load needs.

Gayle/Craig/Kent – Write up first drafts of assigned policies

Kent – Get legal review of construction bid via Becky from Donna

GAYLE – send contracts to Pelham folks.

STEVE – Review design, coordinate final changes with WGE