

Shutesbury Broadband Committee		
7.24.2018	6:00 PM EST	Shutesbury Town Hall
Facilitator	Gayle Huntress	
Minute Keeper	Asha Strazzero-Wild	
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input checked="" type="checkbox"/> Asha Strazzero-Wild <input checked="" type="checkbox"/> Craig Martin <input type="checkbox"/> Frank Cintino <input checked="" type="checkbox"/> Steve Schmidt <input checked="" type="checkbox"/> Ayers Hall <input checked="" type="checkbox"/> Graeme Sephton <input checked="" type="checkbox"/> Eric Stocker <input checked="" type="checkbox"/> Kent Whitney	
Guest Attendees	Jim Hemmingway (community member) Chris Lynch (Matrix)	
Approve Minutes from July 2, 2018 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		
Discussion Notes	<p>CAF requirements</p> <ul style="list-style-type: none"> • 95% coverage • Build in 6 years • ISP that we choose has to be Eligible Telecommunications Carrier (FCC) • May be a penalty if we pull out • Don't know admin fees, reduced subscriptions we have to offer to town, etc. • Benefit could be up to \$20K per year, downside risk is the \$3K penalty to walk away- we agree to take the risk! <p>Conduit</p> <ul style="list-style-type: none"> • Team to turn in outstanding forms • About half have to dig • There were some mistakes in the design; noted in the files <p>Design</p> <ul style="list-style-type: none"> • WG&E emailed; 3 more things left • Will continue to stay on top of them to ensure items are completed • Poles on Leonard Rd- P13 and P12- want to ensure they are in the design and ask WG&E to run to the last pole needed to serve buildable lots <p>Approve Edge Case Policy</p> <ul style="list-style-type: none"> • Unanimous approval of policy <p>Building and Materials</p> <ul style="list-style-type: none"> • Good materials • All in stock <p>Osmose/NGrid</p> <ul style="list-style-type: none"> • Make-ready estimate on service poles in two weeks <p>Two true-up bills- mostly about labor costs</p> <ul style="list-style-type: none"> • Eversource: Doubled our estimated • Verizon: Amherst pole tripled the estimate (Note these are two of our smallest applications amounts) <p>JOINED SELECTBOARD MEETING approx. 7:15 PM</p> <ul style="list-style-type: none"> • SEE SELECT BOARD NOTES FOR CONTINUATION 	
Action Items	Person Responsible	Deadline
Steve and Gayle to make exec decision -Leonard Rd	Steve/Gayle	
Gayle to email John and ask about including police detail and how it will impact the bid	Gayle	
Create Annual report	Asha	

MEETING WRAP UP	
Set Next Meeting	
	Next meeting: August 6, 6:00 pm – 8:00 pm Saturday, August 11, 9:30am – 1:30pm Monday, August 20, 6 pm - 8 pm
Adjourn and go to Select Board Meeting	