

MLP Board and Broadband Committee			
9.12.2017		6:30 PM	Town Hall
Facilitator	Gayle Huntress		
Minute Keeper	Asha Strazzero-Wild		
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input type="checkbox"/> Frank Cintino <input type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Asha Strazzero-Wild <input checked="" type="checkbox"/> Steve Schmidt <input checked="" type="checkbox"/> Eric Stocker	<input checked="" type="checkbox"/> Craig Martin <input checked="" type="checkbox"/> Ayers Hall <input checked="" type="checkbox"/> Kent Whitney
Guest Attendees	Becky Torres (Town Admin)		
Approve Minutes from 8/28/2017 <input checked="" type="checkbox"/> Yes (unanimously approved) <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable			
<b>Admin Items</b>			
Discussion Notes			
<p>Pole Attachment Update</p> <ul style="list-style-type: none"> <li>• Still working on the name; will not hold up the make ready work but this needs to be figured out</li> </ul> <p>WG &amp; E Contract</p> <ul style="list-style-type: none"> <li>• Agreement done- Gayle sent out today</li> <li>• Donna/Legal team approved today</li> <li>• Gayle asked for a kick off mtg with them</li> <li>• Graeme will be critical at this meeting; will be talking about the design             <ul style="list-style-type: none"> <li>○ May include Precision Design</li> <li>○ Jim Hemmingway wants to be invited to this meeting- Gayle will take responsibility</li> </ul> </li> </ul> <p>Pole Attachment Update</p> <ul style="list-style-type: none"> <li>• All pole attachments are in and are paid for</li> <li>• Make ready surveying has begun; Osmose sighting across town</li> <li>• Ride outs scheduled for Sept 30 with Rick</li> </ul> <p>Wendell is looking at hiring a consultant</p> <ul style="list-style-type: none"> <li>• They wonder if we want to join in?</li> <li>• Committee has decided no but Gayle will follow up and suggest they work with Leverett (vested interest)</li> <li>• We will also follow up with Leverett as we get closer to design</li> </ul> <p>RFI Discussion</p> <ul style="list-style-type: none"> <li>• Review chart and group discussion on RFI prices</li> <li>• Need clarifications from a few vendors</li> <li>• Follow up with vendors to let them know that we will do a more formal RFP</li> <li>• Next step: Hold on any voting right now; will revisit in November</li> </ul> <p>MLP Webinar- Heath MLP Conference on September 22</p>			
Decisions/Outcomes			
Action Items	Person Responsible	Deadline	