

Shutesbury Broadband Committee		
10_29_2025	5:10pm DST	On Line Zoom Meeting
Facilitator	Gayle Huntress	
Minutes keeper	Jim Hemingway	
Committee Attendees	☒ Gayle Huntress	☒ Jim Hemingway
	☒ Steve Schmidt	☒ Craig Martin
	☒ Graeme Sephton	
Other		
Approved minutes September 17, 2025		

Gayle paid a visit to the new library under construction and discussed many of the details having to do with the upcoming WiFi installation, now that ShutesburyNet fiber cable has been connected to the new building. She and the MLP have decided that the new installation should have both a private and a public connection – the private being for conducting the business of the library and the public one which will be a service managed by Ubiquity. By utilizing Ubiquity’s managed service, the MLP will be able to protect the Library’s private connection from any inappropriate use by the public. The public WiFi will be available 24/7 for those near or inside the new building, which comes with power backup from the library’s standby generator should there be a power failure in Shutesbury. Gayle will be drafting a WiFi use policy based on examples from other Massachusetts libraries and the library’s existing policy, which hasn’t been updated in over a decade - and run it by library folks for approval. Special thanks to Graeme Sephton for his coordination and on-site work and expertise with the library network design and installation!

There were 22 service tickets in September, none of which were of any significant concern.

The State has confirmed our retained earnings for the 2025 Fiscal year - \$117,416. The MLP and Gayle have been asked to submit an annual report by January 1st, 2026. Gayle will generate this report from the minutes that have been taken during FY2025 and Jim will edit the results. Will send to group for review.

Gayle attended the MBI DigitALL meeting/conference in Worcester earlier this month and was given a certificate of achievement for our Town’s accomplishments with ShutesburyNet broadband. It was announced that Massachusetts leads the nation in providing broadband coverage for all of its residents.

Gayle’s wish to use part of the MBI grant monies to pay for a free service call from SHELd to solve internet related issues in our subscriber’s homes that are above and beyond the ones that the MLP would normally pay for has been given the green light. It will be available until the

funds run out or up until July 1st 2026, whichever comes first, when support from the MBI grant expires. SHELD will, however, continue to offer this service at a cost of \$250 per visit.

Gayle is applying for a pole attachment license to both National Grid and Eversource to install a splitter box similar to the one by Lake Wyola in order to provide at least 96 new fiber connections for those who might need a broadband connection in the West Pelham/Baker Rd. area of Shutesbury.

We should be on the lookout for new members who might be interested in running for a seat on the MLP once Graeme's current term is up at the end of FY26. Since this would be an elected position, any prospective candidate would have to start the election procedure early next year in order to be on the ballot for the 2026 town election.

Gayle met with the Calix rep recently who sent her and the MLP Calix's promotional material for their managed routers. This prompted a lengthy discussion of our plans to replace all of the EA7300 Linksys routers which have served us pretty reliably since ShutesburyNet built its fiber network some years ago. Gayle would like all of us to submit a list of routers that we would recommend to replace the EA7300s by early next week. The most difficult problem we face is how to administer the distribution and installation of the new routers, some 750 of them, in our town. We believe that most of our subscribers could install these routers themselves provided the installation instructions were printed out and extremely easy to comprehend and follow. How to get the new routers into our subscriber's hands is not an easy issue to resolve. Craig suggested that we might give them out with the trash bags at our 2026 ATM. Since we will be using grant money to partially fund the purchase of these routers, we need to be able to accomplish this distribution and delivery by July 1st 2026 which is when this grant expires. It was informally decided that we would not recommend the use of Calix's managed routers, given the sentiments expressed in a recent questionnaire that went out to our subscribers who indicated that they were not in favor of paying extra every month for this service. Needless to say, router choices and installation requirements will be a very demanding topic of discussion for some months to come.

Graeme reports that nothing dramatic is going on at the hut. The HVACs are now in auto mode, which we typically use for the winter. Pachiorek, our electrician, will be servicing the backup generator later this week, at which time Steve and Graeme hope to be on hand to test the crossover switch to be sure it's working properly and will work properly during a power failure.

Meeting ended at approximately 6pm.