

Shutesbury Broadband Committee Meeting			
4.11.2017		6:00-8:00	Town Hall
Facilitator	Gaye Huntress		
Minute Keeper	Asha Strazzero-Wild		
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input checked="" type="checkbox"/> Frank Citino <input checked="" 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 type="checkbox"/> Ayers Hall
Guest Attendees	Mike Vinskey, Melissa Makepeace-O'Neil, Michael DeChiara (Select Board) Becky Torres, Town Administrator Community Member		
Approve Minutes from 2/27/2017 <input checked="" type="checkbox"/> Yes (unanimous) <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable (unanimous approval)			
Updates			
<p>Recommend to put in \$1k dues for fiscal budget FY18 to support WiredWest dues- unanimously supported</p> <p>Discuss new MLP Broadband Committee</p> <ul style="list-style-type: none"> MLP interested parties: Gayle, Asha, Craig, Steve, Graeme, Asha <p>Pole Surveys are done by Osmose- asked Todd for spreadsheet of poles</p> <ul style="list-style-type: none"> They collected tree and pole tag IDs so that we can compare to what we did in our survey They collected 1,490 poles- did not include service poles We collected 1,530 that included service poles Great news is that they collected almost exactly what we expected Todd from MBI would like to meet with us to go over the data and tell us what they are handing over to us (will have to get data via thumb drive)—could do late next week. <p>Pole Shepard</p> <ul style="list-style-type: none"> Do not need to do bidding process; need to call 3 vendors and get prices and then we can hire whoever we want To do: Fax over, document the date/time of call, take notes on the call Want the contract piece to be outlined and have recourse written out Payment: Becky reported that the town is not allowed to make up-front payments. Payments can be made on a schedule based on work completed. Also, the other option considered for payment was a Fin Com reserve fund transfer. Eric said he would give the Fincom a heads up on the possibility for this at their next meeting. Will put in the contract <p>Flags from Leverett</p> <ul style="list-style-type: none"> Ongoing maintenance; will those be scaled by customers or road miles with WW- should we meet with Leverett Not clear what the breakdown was between fiber problems and lines down 10K deductible and nothing was covered by insurance; went an entire year with all jobs below 10K but had a 75K tab <p>Thank you notes to exec - Steve Kulik, Stan Rosenberg, Bill Ennen, etc – want to send thank you notes to those who have helped us move forward—Gaye will post on Nextdoor when we get our monies so people can thank you. Want money first ☺</p> <p>Middle Mile Bankruptcy</p> <ul style="list-style-type: none"> Can we take over the portion for our town? We would repair it if it breaks... Could knock 10% off our build costs Save 3.5 miles of make ready (50K)- could push make ready to happen quicker Business wise great but may be too much to take on legally and politically Graeme to write up what questions we have and what this could look like if we were to pursue this <p>WiredWest Update</p> <ul style="list-style-type: none"> 60% construction money up front, 35% then 5% at the end Board meeting Saturday to compare OTT and WG&E- think WG&E Some thoughts about working on build part together Minimal edge issues to work out with New Salem and Wendell will be worked out when we get there in design phase Each town will have to have their own insurance- PURMA. Need to see if WW can be insured collectively. Still TBD on collective WW insurance. IF not, reduces benefit of regionalization. Some town still looking at cable Verizon interested in purchasing Charter- flag from a WW member <p><i>Our Town</i> Editor Janis Gray by the <u>Friday April 7, 2017</u> deadline- Gayle Submitted. Advisory Board is accepting grant requests again- Asha to work on this with Steve.</p>			

JOINED BY SELECT BOARD:

MLP Board Appointments

- The three member board will continue to be the Broadband Committee, instead of an advisory committee.
 - MLP: Board Potentials: Gayle, Asha, Craig, Steve, Graeme
 - Advisory: Eric, Frank, Ayres
- All joint meetings
- Review job description and make joint edits
- Gayle to clean up the JD and send out to committee and SB
- Decision to be made by SB on May 3

Review COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF HOUSING AND ECONOMIC DEVELOPMENT

- Review grant and make joint edits on Application for Last Mile Infrastructure Grant Program for Municipally-owned Broadband Network

Action Items	Person Responsible	Deadline
Consider press release at the next meeting- add to agenda for next mtg	Gayle	NEXT WEEK
Follow up with Jones Realtors Group and other local realtors with an update	Asha	NEXT WEEK
Steve to look into breakdown for Leverett Costs	Steve	For next mtg
Graeme to talk to Collins about what type of maintenance was being done in Leverett	Graeme	For next mtg
Graeme to write up what questions we have and what this could look like if we were to pursue this	Graeme	For next mtg
Gayle to clean up the JD and send out to committee and SB	Gayle	For next mtg
Asha and Steve to submit grant to Advisory Board	Asha	For next mtg
Gayle to clean up grant send out to Committee and SB	Gayle	For next mtg
5 members interested in MLP should select statement of interest	Gayle	For next mtg

Next meeting on 4/18 from 6:30-8:30 PM