

**WiredWest Executive Committee Meeting Minutes**

**Date / time:** Wednesday, Nov 2, 2016 6:00 PM,

**Location / address:** Hampshire Council of Governments, 99 Main Street, Northampton, MA

Attendees: Jim Drawe, Bob Labrie, David Dvore, MaryEllen Kennedy, Charley Rose

Guests:

Called to order at: 6:02

1. Approve minutes of previous meeting – Wed Oct 26 BL move, David Dvore 2nd, unanimously approved
2. MBI Update – Pole surveys started Monday in Rowe, David Dvore met with Todd Corcoran (MBI). Bob thanks David for his informative email update. Design/Engineering will be a separate RFP from construction. Todd C said ADTRAN is expensive relative to other vendors, including service costs. New MBI policy is coming from Jay Ash/Carolyn Kirk level, so we would need to target them for any changes. Might be better for towns to fund the linking components separately. Expects D/E to start in January, it will be harder to change plan after that. TC mentioned some towns going standalone are getting some Professional Services money, which MBI had stated would only go to towns using MBI for construction,

Jim Drawe had a call from Berkman center, asking about our response to MBI RFP for private providers. It will delay the project. Doesn’t think there will be a provider for all towns, danger of cherry-picking. They want to release something in December.

John Furey met with New Salem Tuesday evening. He didn’t think 30B would apply to their buying equipment.

David Dvore – Lightower does have connection between Shutesbury & Rowe, but not sure if there’s a hut in Rowe. They will send quote to David Dvore.

Jim Drawe discussed the extra money in the original Last Mile budget estimate which suggest that the construction budget will not be exceeded (e.g. there won’t be a need for Video headend, set-top boxes, owner’s project manager firm).

MBI Board minutes of December 2014 has the calculations made to allocate funds for construction – poles and premises. Jim Drawe will try to confirm its in the minutes and send out the calculations.

1. RFI followup – phone call with Levi & Linda Maaia last Monday. Supplied history & more detail about WW and the Last Mile Project. They asked for local pricing – David Dvore sent some and Jim requested numbers from some cable towns. Fullchannel might benefit from the additional subscriber numbers and link via Springfield to Netflix caching servers in Boston. [Crocker peers with YouTube & Netflix at 1 Summer St. in Boston]

David Dvore – we need to quantify WW costs which must be covered. JD has been working on this. Insurance will depend on MIIA negotiations. Pole license & bonding are annual charges which we can estimate based on Leverett numbers.

What will WW need to operate? Jim Drawe, mostly just bookkeeping/accounting.

We’d like FulllChannel to do marketing and website.

1. Discuss Plan A2

Jim D liked ADTRAN ability to monitor subscriber usage, warning when they are close to exceeding their limit. Who would be responsible for service contracts? We think WW should cover for electronics. Who pays for spares? Towns should buy spares (include with construction contract) and then give to WW. For ONTs, can put in a large order to be delivered in increments.

Towns pay for electricity in huts. Huts need to be monitored (JD – the huts have monitoring equipment).

Jim – handout showing how we price service to customer and collect the money. How to set fees to include debt service & operating expenses. Leverett model – identify fees and add to the costs. He prefers defining the service cost which will allow all towns to recover the costs. If not, small towns may not be able to afford. David Dvore – some towns may prefer to put debt service & depreciation reserve into taxes, to lower subscriber fees. Jim – spreadsheet shows that we may be able to cover depreciation & debt service, or give them some subsidy to cover most of it. 50% take rate – would leave ~$4M, 80% ~$5M for payment to service provider and network operator. Jim Drawe thinks repayment should be based on construction costs.He will do an update of his spreadsheet to identify the impact per town of debt/depreciation.

A2 does not include debt service, allowed towns to add surcharge for deb/depreciation.

Rowe plans to put the 3% contingency into their capital plan.

1. Committee Updates

Finance – Bob L & I working on discrepancies in signups (between Roland’s and my spreadsheets). Bob has the documents on grant contract – with information on extensions. Bob L. to contact MBI for extension on grant to July 1st.

Outreach – Bob L. talked to Berkshire Eagle reporter working on feature article on broadband in Western Mass. He provided a regional perspective.

1. Review other ongoing work, including meetings, conference calls

David D & Marilyn meeting with Linda Dunleavy soon, major objective to discuss policy development with no town input.

1. Other business which could not be reasonably foreseen within 48 hours of meeting
2. Set next EC meeting: Wed, Nov 9 6:00 pm

Adjourned: 9:09 pm