



WiredWest Executive Committee Meeting Minutes

Wednesday, October 3, 2012, 2:30 PM

Hampshire Council of Governments, 99 Main Street, Northampton, MA

Meeting called to order at 2:30 PM

Attending: Jim Drawe, Reva Reck, Monica Webb, Kevin Cahill, Steve Nelson

Conference call with Matrix, reference Matrix minutes

1. Approval of minutes of 9/26/2012 Reva moved to approve minutes as amended by Steve. Kevin seconded. Passed unanimously.

2. Progress reports: Support cards, Delegate info meetings

Concern about many towns with low response rates. Discussed plans for helping delegates develop more effective plans. Jon Hardie has volunteered to do help with this. Reva will prepare plan with a few different approaches to see what works best. There is money in the budget for sales efforts, and Jon will be paid for travel out of this.

Delegate info sessions: Blandford postponed. Buckland session next week.

3. Choose remote conferencing device - passed over
4. Governance work & Muni Space Legislative plan (LOI, opinion from counsel, estimate for MBI grant, etc.)

Paul Mark and Ben Downing are working on legislation to help reduce make-ready costs. The process of this was discussed. Exec Comm members will confer with them about this.

NDA form created by Jim and Steve. Link Can be sent to delegates.

Steve has made final revision to LOI.

5. ISP / CAI planning - Monica has prepared a draft delegate letter and the following plan was adopted

Process for approaching CAIs:

1. Send email to CAIs via Delegates (From Reva to Delegates)
2. EC to collect town email / phone bills from town accountants (Glenn, Reva)
3. Create spreadsheet of town-by-town expenditures (Jim)
4. Set up meetings with CAIs on a town by town basis (Glenn)
5. Do preliminary proposals (prior to meeting) (Kevin, Jean, Jim)
6. Conduct meetings (Glenn and Kevin/Jean)
7. Follow up (Glenn and Kevin/Jean)

6. Town membership status updates -none

7. Review meetings and conference calls - Valley Venture Mentors - Monica & Jim attended. Not sure if this makes sense for WW.

8. CIC grant application (Seth Isman) Seth felt this was not suitable for us. We decided not to go for it. The deadline is the beginning of November, and it seemed like more than we could manage for very little chance of success.
9. Upcoming meetings - EC meeting 10/10 at 2:30 - 5:30, Joint Finance Committee & Exec Comm meeting starting at 6 with financial advisors from Boston. Jim will sound them out about food.
10. Updates on ongoing work - passed over
11. Businesses interested in service in non-WiredWest towns - passed over
12. Database training and feedback - passed over
13. Other business which could not be reasonably foreseen - none

Move to adjourn by Monica, seconded by Kevin, passed unanimously, Adjourned at 6:15