

**WiredWest Executive Committee Meeting Minutes**

**Date / time:** Friday, July 29, 2016 6:00 PM,

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

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

Guests: Jeremy Dunn

Meeting called to order at: 6:10

1. Approve minutes of previous EC meeting – July 20
2. MBI Update: Bob Labrie met with Cornell, Selectbnoard & Finance Committee to complete submission form. Discussion on huts – Goshen Town Hall has utility room in basement with communication equipment, Fire Station has MBI123 equipment. MBI might charge for sharing their space. Bob L had asked for 2 additional strands for communication equipment – Cornell said it will be more expensive & discussed their design for GPON without home runs. The submission forms are just an initial cut; the choices will need to be revisited after preliminary design. Todd Corcoran experienced outside plant, John Furey inside plant, and Cornell Robinson – former military, managing MBI123 relationship.

(Going over summary of MBI Board by David Kulp).

If towns don’t need to use MBI123, they can save money by IRU for dark fiber (this can be capitalized). Jim – can get MBI fiber to Richmond and connect to Cornerstone.

Worthington planning to do a more detailed survey to determine take rate. Munimapper – Mass GIS program – someone from Becket (Dan Parnell) used to measure driveway lengths. Jim has mapping information for the towns and can get driveway lengths from ArcGIS. Typically, only a few driveways are excessively long, many are shorter than average so the long ones probably won’t make much difference to the cost. Edge issues? Jim D thinks none in Worthington, but at least one SelectBoard member gets power & telephone from another town. Jim can check if given the address. What about ‘off the grid’? Jim doesn’t think there’s any in Worthington, there may be one in Becket. Charley was told they need to get a price for insurance. For now, can use the estimate in the shiny model. Jim need to focus on bonding for pole licenses – he went to MMIA. PURMA bases insurance on revenue, not fiber miles – cost dependent on deductible. Town must join PURMA ($1200), probably before getting a quote. Leverett - $32k for insurance, increased line maintenance budget to $50k.

We will send out the notes on Submission form (updated at BoD meeting) to the towns.

1. Discuss Plan A2: We are planning to send the RFI to Selectboards, FinComs, Broadband Committees for their information & will include summary of A2 for background.
2. Committee Updates
3. RFI estimates update: Responses by 9/30/16 – we’ll review answers & score, publish expected costs to the towns if done through WW. Charley would like to be able to show towns how much it would cost standalone vs. through the coop. Jim has list of 5 companies doing billing from Steve. Another possibility X5 Communications (they bought Cornerstone). Jeremy – we should include Ting for customer service, & possibly Network Operations. Bob contacted by EX2 [?} about building for Goshen – he’ll follow up with their local rep.

Concern about dividing services too finely – e.g. customer service/ISP support/NetOps – will this be effective? Escalation path must be defined & someone must own assuring tickets are closed. Leverett has many contracts at this point. Selectboards are used to manage construction projects, etc – as an MLP board they can bring in expertise. Once construction complete, it makes sense to have an independent board.

Jim & Bob to register for COMMbuys and post the RFI there.

1. Review other ongoing work, including meetings, conference calls
2. Other business which could not be reasonably foreseen within 48 hours of meeting
3. Set next EC meeting – Wed, Aug 10 6pm

Meeting adjourned at: 8:10