

WiredWest Joint Executive & Outreach Committee Meeting Minutes

Date / time: Wednesday, March 22, 2017 6:00 PM

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

Attendees: Jim Drawe, David Dvore, Jeremy Dunn, Charley Rose, Bob Labrie, Gayle Huntress

Guests: Craig Martin

Called to order 6:05 pm

OC:

1. Bob handed out notes for discussion at the meeting. MaryEllen will take minutes for Joint meetings of EC & OC.
2. Facebook page – Charley has been doing regular updates. We have a posted policy to prevent trolls, under About, can use this to remove inappropriate comments.
3. Recap for town reports must come out very soon, or it will be too late. Decided to skip this and instead do the One-pager for ATMs. Jim – the $1,000 dues can be just a line item for the MLP in the town budget, some towns have a separate warrant article. One pager – due April 17 to delegates and town leaders:
	1. Why $1,000 dues
	2. Outline of next steps for WW towns
	3. Mini-history – operations only. Town must build MBI release of full grant amount
	4. Estimated timeline.
	5. Price tiers + town surcharge + debt service
	6. Website info
	7. Mention local control & ownership vs. private

Subscriber Letter EC approval April 19 send on 20th. Update subscribers, drum up local support.:

Omit dues

Don’t panic, we’re moving forward

WW is good

1. Targeted messages to towns:
2. Delegate Email (David)
	1. Standard wording for IRU – MBI can’t help. Jim – this is an intermunicipal agreement, not necessarily a oontract. Jeremy – discussed with Washington & Otis – thinks it can be a simple, inexpensive agreement.
	2. Justification of 50% take rate. Needed? Audience? Jim – it will be in the contract for the towns.
	3. Reminder of $1,000 dues on town warrant – Bob will write, David to publish.
3. Newspaper articles – Jim D suggests an editorial meeting with Gazette. Bob will try to get a correction to the earlier article.
4. Jim – proposed holding an event announcing the grant program. Gayle - check with them [mek – MBI?] after the board meetings. Carolyn Kirk plans to have applications ready by mid-April. Bill Ennen thinks 17 towns will do their own build.
5. David – Bill Ennen discussion. He said pole survey money will be deducted from the grants.

EC:

1. Approve minutes of previous meeting – March 15 – not done
2. South County: Towns will charge paid subscribers an MLP fee, expecting to recover the $30/premise fee – so if most take the free option, it will need to be covered by taxes. There’s not much action for us now.
3. Meeting attendance: Chester – vote them out next board meeting. Wait on Monterey & Tolland. Jeremy will contact David Kulp.
4. Franklin County Selectboards meeting at Berkshire East – Bob & Charley attending. Bill Ennen also – Jim suggests contacting him.
5. “Northern Tier” Broadband committees meeting & WW presentation – April 3 6:30 pm. Likely WW will just be answering questions – we’ll check with Leslie.
6. Axia repairs. Jim sent to EC and compared to rates we had from WG&E, looks like it’s less than we anticipated
7. Jim will be presenting to Middlefield.
8. WG&E vs OTT – created a matrix for comparison. Followup questions – Jim will call Aaron:
	1. Service charges (Craig will check on Leverett costs, Jim will try to talk to Otis, David to ask Todd Corcoran for costs)
	2. Customer service times
	3. Location – legal – Bob Labrie to followup
9. Review March 18 BoD meeting – not done
10. Regional Broadband Solution

Jeremy – documented list of items that we should ask the towns to collect. Jim suggested we ask WG&E also.

Jeremy – project planning is needed now. Jim – we need to 1) coordinate D/C/E with WG&E and 2) get towns signed up and coordinating WW operational plan.. Think of what we need to accomplish over next 2 years from towns perspective, subscribers perspective… - in as much detail as possible (e.g. contract to be vetted by towns’ lawyers – pick an example town, get K&P to write model contract). Jeremy has a list created by MBI. Tasks should be small enough that they can be handled by a single person. Think about problems, they will generate tasks. Send task list to Jim, he will consolidate.

Jim – e.g. contact PVPC for grant for technical resource on zoning changes – requiring developers to run the fiber to new locations.

Bob – we should expand EC.

Information needed from towns for D/E – Jim listed a few at BoD, Jeremy added some more.

Gayle will do shortened presentation for Apr 3 in Plainfield (Jim suggested pages 4-20 of Jan 28 presentation)

1. MBI update
2. Committee Updates
3. Review other ongoing work, including meetings, conference calls
4. Other business which could not be reasonably foreseen within 48 hours of meeting
5. Set next EC meeting – March 29 6:00 pm