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| WiredWest Executive Committee |
| 6.21.2017 | 6:00 pm | Hampshire COG |
| Facilitator | Jim Drawe |
| Minute Keeper | MaryEllen Kennedy |
| Committee Attendees | [x] Jim Drawe [x] David Dvore [x] Craig Martin [x] Bob Labrie [x] Jeremy Dunn [x] Leslie Rule [x] Charley Rose [x] MaryEllen Kennedy [ ]   |
| Guest Attendees | Gayle Huntress, David Kramer |
| Approve Minutes from 5/24/2017 [x] Yes [ ] NO [ ] Not Applicable |
| Called to order at 6:12 pm |
| Review Bylaws |
| Discussion Notes |  |
| Charley Rose handed out a page with proposed changes highlighted. The approved changes will be presented to the Board of Directors at the June 10 meeting. |
| Decisions/Outcomes |  |
| The text of the changes was finalized. |
| Action Items | Person Responsible | Deadline |
| Present changes to the Board of Directors. | Charley | 6/10/17 |
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| Review Design & Construction contract |
| Discussion Notes |  |
| According to David D, Plainfield version is to be agreed by WG+E tomorrow but can be shared, Ashfield version approved yesterday. David is concerned about detailed cost estimate + “not to exceed” figures.Jim will work with David to create a template which towns can use based on both versions. |
| Decisions/Outcomes |  |
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|  For Action Items | Person Responsible | Deadline |
| Create templates from both contracts when final versions available | Jim, David | 6/21/17 |
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MLP Board/Broadband Committee Minutes

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| Review MOU |
| Discussion Notes |  |
| Jim Drawe distributed the latest version of the MOU. The group reviewed by page with Bob Labrie making changes. Discussion of exclusivity clause – committee voted in favor of keeping it.  |
| Decisions/Outcomes |  |
| Document approved for presentation at BoD meeting on June 10 |
| Action Items | Person Responsible | Deadline |
| Send final version to David  | Bob Labrie | 6/7/17 |
| Send MOU to delegates | David Dvore | 6/7/17 |
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| Review privacy document |
| Discussion Notes |  |
| Leslie has a draft, but feels we need to make sure that WG+E is in agreement.  |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Share current document with EC for review | Leslie | 6/9/17 |
| Confirm WG+E privacy policies after WW review |  |  |
| Legal review of the policy – Jim to ask Deidre for an expert |  |  |
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| Review agenda/prepare for June 10 BoD meeting |
| Discussion Notes |  |
| Agenda discussed and changes made. |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Post agenda to the website | MaryEllen | 6/7/17 |
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| Prepare for town update meetings |
| Discussion Notes |  |
| Reviewing questions from Plainfield. David has been working to update the presentation. Plainfield (and neighbor towns) June 12, Leslie to moderate & handle parking lot Gayle will present.Charlemont June 26.David & Gayle have modified the presentation.To bring towns up to speed and demonstrate value of WW management of operationsJim asked to update the spreadsheet and differentiate values which are subtotals from others (e.g. regional costs) |
| Decisions/Outcomes |  |
| Plainfield document is useful to distribute, presenting information in a different way.  |
| Action Items | Person Responsible | Deadline |
| Send link to delegates, asking for comments | David | 6/8/17 |
| Update spreadsheet as requested | Jim | 6/12/17 |
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| Review Skitter TV presentation |
| Discussion Notes |  |
| Charley was told that Skitter TV may have legal problems. He’ll follow up on this. |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Research Skitter legal status | Charley | 6/21/17 |
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| Additional Discussion |
| Discussion Notes |  |
| MIIA update – David – checked with them – lower cost than PURMA ($.40/$100 build cost for fiber, $30,000 equipment for $233). Towns must contact their MIIA representative. We must bond for both providers (VZN & electric companies). Jeremy asked for step by step instructions on how to get the insurance.Finance – Bob will come up with a figure for Jim of money to request for the grant; it expires June 30. He will give Melissa a list of towns to bill for FY18 dues.Outreach – Charley sending out letters to Peru for Deb.  |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
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| MEETING WRAP UP |
| Set Next Meeting |
| 6.21.2017 | 6:00 pm | Hampshire COG |
| Agenda Items  |  |
| Adjourn at 9:09 pm |
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