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| WiredWest Executive Committee  wes | | | | | |
| 7.5.2017 | | 6:00 pm | | HCOG | |
| Facilitator | Jim Drawe called to order at 6:10 pm | | | | |
| Minute Keeper | MaryEllen Kennedy | | | | |
| Committee Attendees | Jim Drawe David Dvore Craig Martin  Bob Labrie Jeremy Dunn Leslie Rule (phone)  Charley Rose MaryEllen Kennedy | | | | |
| Guest Attendees |  | | | | |
| Approve Minutes from 6/21/2017 Yes NO Not Applicable | | | | | |
| Minutes not distributed | | | | | |
| Regional Broadband Solution | | | | | |
| Discussion Notes |  | | | | |
| David – Rowe about to sign IGA with WG+E  Heath decided to build their own network, dissolved BB committee  Jim was contacted by Middlefield (Dave DiNicola), asking for presentation to SelectBoard. He will ask them to expand audience, do the road show.  Wendell wanted WiredWest to meet with them, David thinks it’s focused on MOU. Jim – one answer is that it is needed so neighbor towns will know who they may connect to.  Doug MCNally – Windsor to sign MOU this week. Jim – Cummington will sign this week.  Becket concerned about reaching min take rate – seasonal folks each count as 1 for this purpose.  Frontier towns – negotiations extended several times, but no real progress.  Worthington still undecided between Matrix & building network. Jeremy asked about town paying for make ready, but Matrix owning the fiber network – Charley had a reply from Matrix’ lawyer, not sure if it addressed the issue.  Charlemont presentation: Bob Handsaker reported favorable reaction.  Jeremy – which IGA agreement to use - Plainfield or Ashfield? David – Plainfield is more complete. He removed performance bond section for Rowe. He put it in as optional in the template that was sent out – edited that comment when reviewing. Jim – performance bond is in case contractor can’t complete the work or goes out of business – unlikely. Need is during construction – WG+E will put that into construction contract. Since both versions have been approved by WG+E, they will be accepted. If town adds things, will need additional review by their lawyers.  Jim – the cost of police monitoring should be lower for municipal construction. They charge additional rates to companies doing work on the poles. | | | | | |
| Decisions/Outcomes |  | | | | |
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| Action Items | | | Person Responsible | | Deadline |
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| Review June 24 BoD meeting | | | | | |
| Discussion Notes |  | | | | |
| MOU was passed.  Bylaw change was passed – much discussion of how towns can join/rejoin.  Decided that following meetings will be Wednesday evenings at HCOG. Next BoD will be August 9th 7 pm, then September 20 7 pm. | | | | | |
| Decisions/Outcomes |  | | | | |
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| Action Items | | | Person Responsible | | Deadline |
| Post next meetings | | | MaryEllen | |  |
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MLP Board/Broadband Committee Minutes

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| MBI/EOHED update | | | |
| Discussion Notes |  | | |
| Carolyn Kirk grant meeting in Rowe – several towns attended. David mentioned the potential problem that we are working under early MBI cost estimates, we’ve seen higher make ready estimates. Asked for help with “contingency planning.”  He asked Peter Larkin to look into lowering minimum height for cables, which could save much of make ready costs. You need 18’ when crossing roads, but not elsewhere.  Chesterfield got quote for building network from WGE which was about $200k less than MBI. Rowe, make ready was lower, but construction higher. Becket current estimate $500k less. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Committee Updates | | | |
| Discussion Notes |  | | |
| Legal – Jim working with Diedre on WW/WGE contract agreement. Goal to complete by end of July. Once he has good draft, will post for comments. She is also working on town-town agreements for edge cases.  Finance:  Escrow account – he’s auditing all the checks received to confirm amount needed to make the account whole. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
| August agenda to include Budget approval | | MaryEllen | 8/1/17 |
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| Review other ongoing work | | | |
| Discussion Notes |  | | |
| Leslie – Plainfield (David Kramer) & Charlemont (Bob H) are performing a “due diligence” on options for oparation. She feels it may help identify any weak points which could be resolved. Expects a report which will encourage undecided towns – should be complete by mid-September. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Other business which could not be reasonably foreseen | | | |
| Discussion Notes |  | | |
| Jeremy reported that Otis is still considering a redundant connection to MB123 through Becket. Jim – it would help WiredWest to have IRU thru Otis to reach Blandford/WG+E. This could be a cost savings for us.  Charley – who pays for the fiber & equipment to connect towns? Towns will pay for extra fibers to end points. WW should pay for the equipment, since we’d need the transit capacity if they withdrew. Leased fibers would be operational cost. If WG+E owns a ring that towns connect to, it is a barrier to choosing a different operator in the future. There is cost saving in sharing bandwidth, and reliability in the ring. Charley is concerned that there is additional cost here that is not accounted for.  Jim – some early towns may need to have temporary individual connections to MB123, ring will not come up until enough towns have been connected. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
| Set up meeting with Otis | | Jeremy | 7/8/17 |
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| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
| 19 July 2017 | | 6:00 pm | HCOG |
| Agenda Items |  | | |
| Adjourn at 8:21 pm | | | |
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