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| WiredWest Executive Committee |
| 8.2.2017 | 6:00 pm | HCOG |
| 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 Ros-e [x] MaryEllen Kennedy [ ]   |
| Guest Attendees | Steve Nelson, Lil G |
| Approve Minutes from 7/19/2017 [x] Yes [ ] NO [ ] Not Applicable |
| Called to order at 6:04  |
| Regional Broadband Solution |
| Discussion Notes |  |
| MOU: Steve Nelson suggested some changes. Include “regional broadband solution,” what happens if WW does not reach an operational agreement but towns are still bound exclusively to WW, there’s no minimum number of towns or other criteria for a viable network. Jim distributed copies of Steve’s suggested changes. Steve will draft the language, Jim will update the doc & a new PDF will be published. MOU should be changed to 50% of habitable premises passed. We received signed MOU from Windsor. The MOU will be redrafted as a "compact" which will only take effect when two thresholds have been reached: a) WW signs agreement with subcontractor to provide services; b) towns comprising at least 5000 total premises have signedCommunication re: Pole application: David talking to Diedre Lawrence & Donna McNichol – 2 lawyers who disagree on role of Selectboard when there is no elected MLP Board. National Grid agreed to put the town & MLP on Rowe’s application, MLP is licensee and he has insurance certificate from the town. Verizon said it must be 2 party agreement. Backhaul: David authored a policy document, several have contributed updates. Proposed policy for Hybrid towns:Towns with Hybrid Fiber - Wireless networks may be participating members of WiredWest provided that:* They provide the required number of strands of fiber from their equipment hut to any neighboring member towns.
* WiredWest will serve only FTTP customers and will not serve premises with wireless connections. WiredWest will not maintain wireless equipment.
* Wireless access points used to serve premises that are connected to a fiber backhaul will be considered commercial customers of WiredWest with pricing and terms to be negotiated.
* For purposes of meeting the 50% minimum take rate to receive shared profits, the take rate shall be calculated as the number of FTTP WiredWest subscribers divided by the total number of premises passed by fiber.
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| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Add hybrid option to agenda for next BoD | MEK | 8/4/17 |
| Add election of EC to agenda for next BoD | MEK | 8/4/17 |
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| Westfield Gas + Electric |
| Discussion Notes |  |
| They have received the contract for WW operations. Becket met with WG+E. They have hired a new fiber person (who was involved in Leverett build). Do we need guidelines for answering the WG+E questionnaire? We now recommend splits in the field, not home runs – can lower maintenance costs by using smaller size cables. Home runs are suggested for sparsely populated towns. Connectorized cables cost more, but lower maintenance costs. Otis is doing a “build by neighborhood” – pole applications for each neighborhood – estimated it would save 6 months for Becket. Concern that town might run out of money before construction is complete. David – splits in the field may mean less control, e.g. to allocate bandwidth to high volume users or allow for ActiveE.  |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
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MLP Board/Broadband Committee Minutes

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| MBI/EOHED Update |
| Discussion Notes |  |
| Remove this item from standard agenda. MBI is producing an RFI for solutions for remaining towns.New Marlborough: Frontier – new offer to the 4 towns – want all construction money from MBI, $35 per resident. Town is not happy. Chris Lynch & Adam Chait have presented. Jim asked town to schedule WW presentation. Adam Chait also working in Egremont. Matrix still working on acceptance by the state – creating an LLC to hold the pole rights. |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
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| Committee Updates |
| Discussion Notes |  |
| Finance: Bob will send a note to Melissa empowering her to sign check to Crocker Bob still working on remaining grant money from MBI. Ed Donnelly had some questions, Jim responded. Still waiting for an answer.Ask Peru to withdraw since they have signed with Comcast/Charter.  |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Permission for Melissa to sign checks to Crocker  | Bob |  |
| Ask Peru to withdraw from WiredWest | MEK |  |
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| Review Ongoing Work |
| Discussion Notes |  |
| David asked Bill Ennen to clarify that town can transfer ownership to the MLP (contract says no transfer of ownership).David Dvore also talked to David Kulp about the MOU. Kulp is concerned about how WW can handle expenses (towns will still have to buy the insurance, but WW will pay) and has doubts about volunteer-only organization.  |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
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| Other Business  |
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| Discussion Notes |  |
| MLP Workshop (Sheila Litchfield organizing): Planned MLP workshop on Sep 22 – Jim would like to get the lawyers (Diedre Lawrence, Donna McNichol, KPLaw) to speak together to get agreement. David asking MIIA if they can add the MLP to the town’s insurance certificate. Jim - MLPs should get a tax id. WW is willing to distribute the invite, and would like to take over sponsorship – perhaps moving to a more central location. David will put together a list of questions and share with the EC/OC members. We will pay for Diedre to attend and Jim will arrange a conference call with lawyers & MIIA, and ask National Grid, Eversource & Verizon. Call should be on Sep 1. Jim will ask Diedre to author the consensus document and circulate to other attendees for agreement. Charley to publish the invite once details are confirmed with Sheila. |
| Decisions/Outcomes |  |
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| Action Items | Person Responsible | Deadline |
| Create list of questions for MLP workshop | David Dvore |  |
| Send contact info for lawyers to Jim | David Dvore |  |
| Ask Sheila if she can cover refreshments | David Dvore |  |
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| MEETING WRAP UP |
| Set Next Meeting |
| August 16, 2017 | 6:00 pm | HCOG |
| Agenda Items  | All EC to members notify MaryEllen whether they can attend Aug 16 – if no quorum, then we’ll do the 23rd. |
| Adjourn at 9:30 pm |
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