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| sCommittee Name | | | | | |
| January 31, 2018 | | 6:00 pm | | HCOG | |
| Facilitator | Jim Drawe | | | | |
| Minute Keeper | MaryEllen Kennedy | | | | |
| Committee Attendees | Jim Drawe David Dvore Craig Martin  Bob Labrie Jeremy Dunn  Charley Rose MaryEllen Kennedy | | | | |
| Guest Attendees |  | | | | |
| Approve Minutes , from 1/17/2018 Yes NO Not Applicable | | | | | |
| Mek moved, Charley seconded | | | | | |
| Governance Committee | | | | | |
| Discussion Notes |  | | | | |
| Will meet Monday, Feb 5. Steve Nelson and Kimberley Longey joined; Charley & Jim and Jeremy. | | | | | |
| Decisions/Outcomes |  | | | | |
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| Action Items | | | Person Responsible | | Deadline |
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| Plan for February 7 BoD meeting | | | |
| Discussion Notes |  | | |
| FY19 dues will be $1,000  Revenue Sharing – Jim will write up, for distribution by Charley – to be voted on at Feb 7 BoD meeting.  Insurance – Jeremey would like clarification on types of insurance. Pole bond = surety bond (to ensure fiber can be removed). Becket has asked WG+E to start registering poles immediately. WG+E said 2 types of insurance are needed. Jim – surety bond needed to sign the master agreements with utility. After construction complete, must have the liability(?) insurance.  Edge cases – Jim distributed updated IRU agreement from Diedre. He would like comments by Monday.  Budgeting – JD doesn’t think towns will need to add money for FY19. Shutesbury is planning to budget some funds in case they go it alone. WW expects to be operational by end FY19 and will have money for operations  Bob will have budget information as requested in previous meeting. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
| Read IRU document and send feedback to Jim | | EC members | 2/5/2018 |
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MLP Board/Broadband Committee Minutes

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| Regional Broadband Solution | | | |
| Discussion Notes |  | | |
| 1. Revenue Sharing 2. MOU 3. Insurance update 4. Edge cases   (Covered in BoD meeting plan)  Bob has invoices for FY18, wants help validating addresses. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Westfield Gas + Electric (WG+E) | | | |
| Discussion Notes |  | | |
| Jim is expecting the revised contract by early next week. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Committee Updates | | | |
| Discussion Notes |  | | |
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| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Review other ongoing work | | | |
| Discussion Notes |  | | |
| Questions about pricing – some towns would prefer to have 1 Tier. There’s some feeling that a single tier would be favorable – to be discussed at next week’s BoD with a vote the following meeting.  Jim will meet with Shutesbury BB committee member Feb 9.  Jim met with Bob ? from Leyden, explaining why they should not use an Enterprise fund – DLS disagreed. Leyden approved the fund at TM.  MBI told Worthington they are willing to pay for Matrix offer. That and town build will be presented to ATM; there will be at least one informational meeting beforehand. Jim suggests they identify the risks involved in each option. Jim – biggest risk in cost overrun is make ready. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
|  | | [Meeting Time] | [Meeting Location] |
| Agenda Items |  | | |
| Adjourn at [Meeting Time] | | | |
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