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| WiredWest Executive Committee Meeting | | | | | |
| February 28, 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 1/31 & 2/21 Yes NO Not Applicable | | | | | |
| Charley moved, Jeremy second, Craig abstained | | | | | |
| Governance Committee | | | | | |
| Discussion Notes |  | | | | |
| No news | | | | | |
| Decisions/Outcomes |  | | | | |
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| Action Items | | | Person Responsible | | Deadline |
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| Plan for March 7 BoD meeting | | | |
| Discussion Notes |  | | |
| Reading of new bylaw (may have a vote) – defining quorum as majority of voting members.  Revenue sharing – use formula proposed at last EC meeting: Distance of distribution network +distance to MST + (length of the drop cables/2). The distance of drop connections is not known, so we’ll use the standard cable length.  Add discussion of overruns of original estimates – e.g. Becket road miles 50% more that state estimate.  We’ve heard state will cover make ready overages, Jeremy heard not including private roads and towns will need to wait until all construction completed. Gayle was told that the state will cover the MR overages and not wait until all towns build. [Otis will go live soon – Becket may be trading some subscribers with them to avoid crossing the Mass Pike].  Budget from Bob  Jim will present the v15 spreadsheet – this shows that WW can be profitable even in the first year. The Smartsheets for the towns have a gap between commissioning and installing drops – likely for testing. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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MLP Board/Broadband Committee Minutes

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| Bond counsel review of contracts | | | |
| Discussion Notes |  | | |
| Jeremy – Jeff Piemont (former delegate) is a bond counsel. If towns are issuing tax-free debt, the federal government has regulations, including that no private entity can benefit. All contracts must be reviewed by our actual bond attorney. Many towns will not be issuing bonds – Becket and Worthington likely will. Single town build of <$5M not very attractive on the bond market.  JP said the new tax changes will affect muni borrowing; lowers the difference between tax and non-taxable loans. May be more expensive for towns to borrow.  Jim – USDA can issue 20-30 year note. USDA wanted an audit, but accepted town annual report.  Jim will escalate question of whether an town can run a network using a Enterprise Fund. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Regional Broadband Solution | | | |
| Discussion Notes |  | | |
| 1. Revenue Sharing 2. MOU 3. Insurance update – Jim updated spreadsheet based on insurance figures from David. 4. Edge cases – waiting for finished document from Deidre. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Westfield Gas + Electric (WG+E) | | | |
| Discussion Notes |  | | |
| Contract with WG+E not yet finalized. Rich C was waiting for 1 final agreement on the pricing clause removal. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Committee Updates | | | |
| Discussion Notes |  | | |
| Finance – has 7 invoices for Melissa to mail, others were taken by delegates.  MBI still reviewing our last request for funds, but it should be approved.  Still working on reconciling the checks, but most have been identified.  FY19 budget – reduced the town contributions and therefore also consulting fees. Jeremy would like to see an estimate of funds left from FY18 which should be available. Bob can do actuals for first 6 months of FY18, estimated for rest of FY18 and proposal for FY19. He’ll send a draft over the weekend.  Charley has draft email for town officials requesting dues for FY19, will review with Bob. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
| March 14, 2018 | | 6:00 pm | [Meeting Location] |
| Agenda Items | Jeremy’s birthday – Pi day! | | |
| Adjourn at 7:40 pm | | | |
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