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| WiredWest Executive Committee – called to order 6:08 pm | | | | | |
| April 11, 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 | Diane Belanger, Gayle Huntress | | | | |
| Approve Minutes from 3/21/2018 Yes NO Not Applicable | | | | | |
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| PURMA | | | | | |
| Discussion Notes |  | | | | |
| Diane Belanger of PURMA came to discuss options the organization. Westfield G+E is a member. Members in several Northeast states (MA, VT, CT ?). They have $8M reserve now; reinsured through Aegis, a mutual insurance company. Audited yearly, plus state of VT audits regularly.  Property program – insures $800M assets. $250M stop loss limit. Electric companies typically don’t insure the lines. Alford & Leverett have $10k incident deductible for fiber optic lines, but it may be higher in future ($25k).  Mutual insurance company provides liability coverage. We have no vehicles or employees, directors would need public official’s liability. Towns may have their own insurance program (\*\*\*make sure it doesn’t exclude the MLP), PURMA does not require purchasing all types of insurance from them. Towns must insure the whole network (e.g. hut and lines). The property insurance don’t usually cover poles, but may be able to purchase a separate special policy. Deductibles go up in a named storm, but there may be recovery from FEMA.  If the coop purchases insurance and multiple towns are affected, that would be one claim with 1 deductible, but also with the single $2M sublimit. Jim thinks $2M sublimit would be acceptable.  Diane wants information on organizational structure, charter, bylaws, member agreement [private letter ruling from IRS re tax-exempt status – we probably don’t need this], budget plans, sample of contracts with WG+E – to present to the underwriting board and PURMA board. Jim will send the requested documents currently available to Diane. She’d like an estimate of the total size of member town networks. | | | | | |
| Decisions/Outcomes |  | | | | |
| We need to file a change of officers for the corporation. | | | | | |
| Action Items | | | Person Responsible | | Deadline |
| Send WW documents to Diane Belanger | | | Jim Drawe | | 4/18/18 |
| Get corporate filing to state from our files | | | MaryEllen | | 4/18/18 |
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| Review April 4 BoD Meeting | | | |
| Discussion Notes |  | | |
| Network Essential poles definition written by Doug McNally. EC slightly changed wording – Charley will distribute to delegates. Sue Labrie is meeting with Lt. Governor to discuss broadband in Chesterfield. Bob will give her a copy of the document.  Comment – town reports go on to long. But there is a lot of information shared and it’s a major part of the meeting. We could have a format for folks to use when talking – Gayle will put together a suggestion. The budget was approved. Bob will send the final to David for posting on the web site. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
| Send template for town report outs at Board meetings | | Gayle Huntress | 4/16/18 |
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MLP Board/Broadband Committee Minutes

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| Committee Updates | | | |
| Discussion Notes |  | | |
| Bob – we received the $11,000 check from MBI for the rest of the grant money. Plainfield, Blandford, Washington paid dues + an additional $500 from Trevor Mackie. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Other Ongoing Work | | | |
| Discussion Notes |  | | |
| Jim will contact the Colorado folks who asked for a speaker to see if they’ll subsidize the trip. Gayle is willing if she does not have to pay the speaker fee.  New Marlborough voted to pay WW membership dues this year.  Sandisfield going with Crocker.  Wendell has hired HG+E to review WW financials. Jim sent requested information and asked to be copied on their report.  Shutesbury RFP for operations in draft, waiting for final design specs from WG+E, they say it will be ready by the 24th, expect to publish RFP in May. Utilities are performing make ready now. They will include an item about revenue to be returned to the town in the RFP, which should help WW’s case. Jim – include total operational management, too – others won’t be handling pole fees, insurance payments etc.  Worthington town info meeting on April 28. Matrix, Westfield & Comcast will be present to answer questions if needed. Jim did a spreadsheet comparing options for Worthington. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Other business not foreseen within 48 hours | | | |
| Discussion Notes |  | | |
| Request from Kimberly for Plainfield subscribers. Concern about whether it’s going to the WW delegate or Plainfield MLP manager.  I’ll send a copy of the standard request for data we have used with this information, ask Kimberly & Brian to sign.  Bob – Tim Newman reported that Charter gave a pitch to New Marlorough, Peter Larkin stated that was the best choice for the town. Charley report’s the proposal for Worthington was that state would cover the town’s part and put it on the Cherry Sheet. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
| April 18, 2018 | | 6:30 pm | HDOG |
| Agenda Items |  | | |
| Adjourn at [Meeting Time] | | | |
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