|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| WiredWest Executive Committee Meeting Minutes | | | | | |
| June 13, 2018 | | 6:00 pm | | HCOG | |
| Facilitator | Jim Drawe | | | | |
| Minute Keeper | MaryEllen Kennedy | | | | |
| Committee Attendees | Jim Drawe Craig Martin  Bob Labrie MaryEllen Kennedy  David Dvore | | | | |
| Guest Attendees |  | | | | |
| Approve Minutes from 5/23/2018 Yes NO Not Applicable | | | | | |
| Minutes approved with correction that Craig & MaryEllen were present.  Called to order at 6:15 pm | | | | | |
| Regional Broadband Solution | | | | | |
| Discussion Notes |  | | | | |
| Review Town contract if new version available:  V4 changes were discussed and Bob Labrie recorded the edits.  Review WG+E contract if final version available:  They are still waiting for changes from comptroller. Jim is expecting a new version without those changes soon.  Contract review at BoD went well. | | | | | |
| Decisions/Outcomes |  | | | | |
|  | | | | | |
| Action Items | | | Person Responsible | | Deadline |
|  | | |  | |  |
|  | | |  | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Westfield Gas + Electric (WG+E) | | | |
| Discussion Notes |  | | |
| No discussion. | | | |
| Decisions/Outcomes |  | | |
|  | | | |
| Action Items | | Person Responsible | Deadline |
|  | |  |  |

MLP Board/Broadband Committee Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| Committee Updates | | | |
| Discussion Notes |  | | |
| Governance Committee – had been led by Charley Rose, who resigned. Jim will contact the other members to continue work on the bylaws.  Finance – Bob will send reminders to any towns who have not paid dues this fiscal year. | | | |
| Decisions/Outcomes |  | | |
|  | | | |
| Action Items | | Person Responsible | Deadline |
| Contact governance Committee members to continue work | | Jim |  |
| Send reminders to towns who have not paid dues this year | | Bob |  |
|  | |  |  |
|  | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Review other ongoing work | | | |
| Discussion Notes |  | | |
| Bob working with TD BankNorth to remove Jeremy as signatory. | | | |
| Decisions/Outcomes |  | | |
|  | | | |
| Action Items | | Person Responsible | Deadline |
|  | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Other business which could not be reasonably foreseen | | | |
| Discussion Notes |  | | |
| Shutesbury – due date for RFP is August 10. The EC will develop WW’s response, but Gayle and Craig have recused themselves from participating in writing the response. MaryEllen will look at the RFP and WW’s response to the previous RFI to write the response. | | | |
| Decisions/Outcomes |  | | |
|  | | | |
| Action Items | | Person Responsible | Deadline |
| Draft Shutesbury RFP response | | MaryEllen | 6/22 |
|  | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
| July 18, 2018 | | 6:30 pm | HCOG |
| Agenda Items | Contracts – WG+E and Towns  Shutesbury RFP response | | |
| Adjourn at 7:57 pm | | | |
|  | | | |