

**Minutes**

WiredWest Board of Directors Meeting

Cummington Community House

33 Main Street, Cummington MA 01026

Wednesday, November 7, 2018, 7:00 pm

Called to order without quorum at 7:05pm. Quorum reached at 7:20pm.

**Welcome and Introductions**

**Approval of Minutes**

October 17, 2018

Moved: Art Schwenger

Seconded: David D

One word change from Steve N.

Vote: unanimous Chesterfield abstains

**Report from the Chair**

Signing of Executive Director Employment Contract - passed over, already signed.

**Second Reading of bylaw changes**

Jim Drawe read the changes to the bylaw for the second time. Numbering and section references will be cleaned up after the approval.

Vote to Approve bylaw changes

Moved: Craig

Seconded: Art

Vote: Approved unanimously

Doug – comment on timeline. Towns are installing huts, most contracting for distribution services. Before contracting for drops, we need to know where they will be. Soon after construction contract signed, towns need to decide on ISP, which will do the marketing to determine who will sign up. He plans to have an informational meeting with his town, discussing choices for ISP and getting feedback – plans to choose an ISP 10 days after. Goal is to have people signed up by time distribution is complete, to be ready to for contract for drops knowing where drops are.

Jim – talking to Rich Carnall about plans, offered to send our pre-signup list. He still plans on a $49 credit for first month. Kathy – towns should contact assessors to get current resident information. All members should have a drop policy. He expects most towns will do drops to subscribers only. Washington considering using CAF II money to do all premises, Windsor to use it for subsidizing subscriber drops.

David – now has WW page for Rowe with a survey from residents to identify interest. WGE thinks this is a good idea. He will put up a page for any member town for this. He feels it will be hard to sign a contract if bylaws allow members who are not operating to vote on spending. Jim plans to update bylaws to address this. Doug feels that several towns will have signed the contract by the time Rowe is operating.

**Finish review of Town Agreement with WiredWest**

Jim reads the contract, first reviewing parts which had been read previously. Bob Labrie capturing edits.

Next meeting – we will decide on the pricing option (1-tier or 2-tier), we will encourage all interested member towns to make their case at the meeting. Decision to be arrived at that meeting. We’ll also need to discuss subsidized and business rates.

David D moved to ratify the agreement as amended, R Heller seconded. Approved unanimously.

Approval of this document will allow Jim to being negotiation with PURMA for insurance. He will propose that WW be the maintainer of the network for the towns, and to hold the insurance for the towns. We are now in business.

**Town updates**

New Salem: pole installation complete on public way, finishing process for DCR locations. Make ready overrun about $1M. Kathy reports that towns should contact Bill Ennen with overrun concerns; they can get some reimbursement from the contingency earlier than originally expected.

Washington: construction contract signed, Kent managing poles for applications, preparing site for hut – 2 new poles to be installed before digging conduit. Didn’t order generator because they have an equipment dealer in town.

Chesterfield: MLP manager is Justin West, they have web page on town web site with status information. Applications complete, network design done, they will go with pre-cast hut.

Wendell: Figured out one edge case with Shutesbury, town borrowed for make ready in advance of state reimbursement.

Heath: Still waiting for make ready estimates, hut location may still be undecided.

Rowe: David – WG+E shared update on site prep for hut & generator, towns should check with them. Grid finished make ready, Verizon 2 of 8 application, close to done. Site prep for hut ½ done – hut is ordered, delivery early December. Construction contract awarded to Sertex (Washington too), estimate slightly higher but materials lower so not too excessive. They are getting a green light letter, did not plan to borrow much so did not do it earlier.

Windsor: Doug looked into cost of generator quoted by WCF, total cost seemed competitive. Hut is coming, bid closing date Nov 20. Route 9 project – 50 poles over 2½ mile done in a short time. Eversource expects fiber on new poles before Verizon does make ready. They have several hundred thousand dollars in free cash available for make ready overages (once certified). Suggested strongly challenging any service pole replacements. Anything town can do to make it less expensive for contractor, do it – e.g. use your local police for details, provide staging areas.

Goshen: no update

Shutesbury: Signed construction contract for distribution. Waiting for final make ready on service poles before distribution. Successfully challenged 10 of 11 replacements. Verizon should be concentrating on finishing Shutesbury (& Rowe).

Jim reports that Middlefield Selectboard voted to sign with Comcast.

Kathy noted that any town which decides to go with a private provider after receiving grant funds will see a great impact on their EOHED grant and should consult with Bill Ennen.

Our Executive Director has changed email addresses. Please use [jim@wiredwest.net](mailto:jim@wiredwest.net) to communicate with him.

**Other Director Input**

Art Schwenger – Congressman Neal is planning to introduce legislation to support broadband, we should express interest.

**Confirm and Schedule next BoD meetings**

November 28

December 19

**Other business which could not be reasonably foreseen within 48 hours of meeting**

**Adjourn at 9:07 pm**