

WiredWest Executive Committee Meeting Minutes

Date / time: Wednesday, November 14, 2018 6:00 PM

Location / address: Hampshire Council of Governments, 99 Main Street, Northampton, MA

Called to order at 6:05

*Present: Jim Drawe, Doug McNally, David Dvore, Bob Labrie, MaryEllen Kennedy*

1. Approve minutes of previous meetings –*October 24*

MaryEllen moved, Bob seconded – approved unanimously

1. Report from Jim Drawe: Jim is researching guidelines for MLP accounting, will be talking to Jim Goulet.

Diedre pointed out we don’t have eminent domain, so we need to remove that wording from bylaws. He will circulate the changed doc and we can get feedback before the 1st reading on Nov 28 BoD meeting. Jim will send the town agreement once it comes back from Deidre.

We need to address onboarding (transition from construction to operations), Jim plans to discuss with WG+E. Kent Lew is concerned about how to pay for drops; towns need drop policy and we need figure out cash flow. We might want to finance for the customer – if no money left, get a line of credit from bank or borrow from the town. Also need to determine the time frame needed to start signing up customers so you can have cost of drops known. David Dvore recommends that towns get PDU planning information from WG+E. David posted his planning survey for Rowe on the WiredWest website and had 100 responses within days. (Not so many people asking for phones.) He expects the survey and PDU planning report will help in estimating total drop cost. Ashfield is planning to use WG+E to do the drops, feels they will have the best price and avoid difficult procurement. Westfield has subcontractors for this work, has rebid and prices are going down. The Rowe Conservation Commission wanted to approve any digging, so David sent them all locations that PDU Planning report said would use conduit for pre-approval.

David said that, for towns to sign the WW agreement, we need to amend the bylaws regarding who can vote on various issues, e.g. operations vs. administrative.

Jim told WG+E that WW won’t have collection issues, all will be billed ahead for service, cutoff quickly if non-payment. 1st bill will include $99 activation fee with 1st month, if they pre-subscribed with WW, the $49 deposit will be deducted. He will work with WG+E on right of entry contract for installation.

1. Do we want to have terms for the subscriber contract? David recommends 1 year. Doug - policy should address people who sign up after drop construction, make sure folks know the $99 fee is a non-refundable, one time activation fee.
2. We’ll need address lists for all residents to give to WG+E, street list (Town Clerk) + assessors list. David – his survey also helps with email addresses.
3. Doug – once contracts, bylaws complete we should concentrate on supporting the towns who will be coming up in the next 12 months.
4. Jim will contact Monica for a copy of the market research report that WW used to come up with our original pricing. It can help with understanding price sensitivity.
5. MEK will do report by town of choices of 100 & 1000 Mbps during pre-sub.
6. Towns not attending Board meetings
7. Regional Broadband Solution
8. Agenda for Nov 28 BoD meeting

* First reading of updated bylaws
* MLP accounting
* Pricing discussion

1. Committee Updates
2. Review other ongoing work, including meetings, conference calls
3. Other business which could not be reasonably foreseen within 48 hours of meeting
4. Set next EC meeting

Adjourn 7:37pm