

WiredWest Executive Committee Meeting Minutes

Date / time: Wednesday, 27 March 2019 6:00 PM

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

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

Guests: Kent Lew

Called to order at: 6:05 pm

1. Approve minutes of previous meetings – *March 6*

Bob Moved, Doug 2nd - approved

1. WG&E contract update – Jim met 3 times with them, they understood our need for the ‘white label.’ John Leary accepted most of our original items (e.g. KPI). Jim asked for the ‘next tier’ pricing in exchange for dropping seasonal option. Now waiting for JL to send updated documents. Jim & David have been working with them on a WW website.

Phone pricing – JL agreed to $12.03 (in our contract) – Westfield pays Ooma $8.50, but WG&E then sent info on Ooma’s TELO device which has retail prices ‘built-in’ - $12.95 is the lowest ($14.95 & $19.99 are the other options). Regulatory fees are ~$7.00 – Jim says there are 2 we must charge – sales tax & USF. Additional charges are from Ooma; we could absorb them. There’s concern that fees are too high and people may not opt for phone. Kent thinks we may not lose as many people with higher fee. David saw that Ooma would charge about $15 if going direct, but customer must buy the equipment. Jim favors increasing revenue, to make sure we cover our costs. We will go with $19.99, including the required fees, and absorb the Ooma fees (less than $4 – so we will make less than $4).

Jim reported phone costs may be changing due to CAF II – a new agency will be collecting – unclear what the new service fees will be.

Kent – Bill Ennen says towns will need to budget for the CAF II processing by WG&E if they will have subscribers in FY20. Commonwealth is pushing WG&E to determine the cost. Kent thinks the coop should be paying that.

David is concerned about WG&E website development – feels they are not competent and too slow. Doug – they need to understand that it’s not just Rowe, other towns are coming fast.

Rowe – 72% response to David’s survey, 75% chose gigabit

1. Town agreement update – Windsor signed tonight, Washington last week. Jim will go to Chesterfield SB meeting, for information on why they chose to go solo. Leyden is possible.
2. Agenda for April 13 BoD meeting

Jim sent a letter to Ashfield and Shutesbury to see if they want to remain as non-voting members. Shutesbury will stay – Gayle to send a letter. Middlefield will stay, Joe Kearns to send a letter. Ashfield asked to wait until after next ML Board meeting. Jim will email Blandford.

David is willing to set up town pages on the WiredWest site.

Agenda was updated – will be sent to David as Town Liaison.

David will send a reminder about FY20 dues – Bob will write it.

David suggested we need another EC member, thought Craig Martin had resigned. He did not and Shutesbury will remain a non-voting member, so he is eligible.

1. Accounting

Jim distributed the town Chart of Accounts for Leverett from Jim Goulet. He marked items to remove in yellow and items that WiredWest will track per town in orange. The group discussed the items, Kent has proposed alternative categories for fixed assets. Also the proposed accounts for WiredWest from Jim Goulet – accounts we don’t need marked in yellow.

The group discussed these, with Jim noting changes. Send all feedback to him only.

1. Escrow Account / Refunds

It’s working fine now. Some concern about future volume, burden of checking on possibly lost payments. David is still working on an online form, we’ll review again. Bob proposes that, once we have the form, we could contact towns via Mailchimp. Diedre said we should just refund the money, without requiring request.

1. Member town status (covered in #3)
2. Committee Updates
3. Review other ongoing work, including meetings, conference calls
4. Other business which could not be reasonably foreseen within 48 hours of meeting
5. Set next EC meeting – April 17 6:30 pm (Jim to update if we can meet at 6:00 pm)

Adjourned at: 8:54 pm