

**Minutes**

WiredWest Board of Directors Meeting

Cummington Community House

33 Main Street, Cummington MA 01026

Wednesday, December 11, 2019, 7:00 pm

Called to order at 7:06 pm

**Welcome and Introductions**

**Approval of Minutes**

 November 13, 2019: Moved by Bob Labrie, seconded by Bob Gross. Approved unanimously; David Dvore abstained.

**Report from the Chair**

Bill Ennen is pushing hard on Verizon to complete make ready. Jeremy Dunn and Doug report seeing workers about, even on weekends and in bad weather.

Doug McNally encourages towns which have not decided on operations to make up their minds and commit to joining or not.

**Vote to accept Bookkeeping Service Agreement**

David moved, that we accept the agreement, Bob Labrie seconded. Approved unanimously with each town voice voting.

**Process for reimbursement for drops**

Jim Drawe - this is needed for New Salem, Windsor & Washington who are subsidizing drops. WG+E will collect the difference between subsidy & actual cost, to WW, invoice to towns, towns will pay the subsidized amounts to WW, WW will send checks to WG+E. This will minimize the towns’ accounting processes.

Jim will write up the process for a vote at the next BoD meeting.

Bob Gross – Becket is thinking of asking customers with excessive drop costs to put up the money before construction. Jim – before construction, it will only be an estimated amount; so far we have not seen a problem with billing after construction. A lien can be put on the property by the town for non-payment. Kent planned to ask WG+E if they would bill the customer at the time of installation, rather than waiting till the normal billing cycle to present a bill with installation and service charges.

Customers will have to pay with Stripe (or ACH), so towns will lose the processing fees. WW can pay from reserves, then bill the towns for the processing charges.

**CAF II update**

Doug reports that Gov. Baker is pressing the FCC to make the award. The chair of FCC met with him last month. Bill Ennen expects approval soon (by early 2020).

**EOHED drop grant update** 10 minutes

State is encouraging towns to keep the signup period open in order to get the most subscribers possible. Reimbursement will be for up to 70% of premises connected during the construction period.

**Committee Updates** 10 minutes

**Finance**

Jim distributed P&L for Nov – accrual basis, and then P&L for July through November. So far, the numbers are ahead of our original projections, for take rate, choice of 1Gb, and phone.

**Town updates**  10 minutes

Rowe currently has 180 customers, so far, the 1Gb backhaul has been sufficient.

David – believes that phone-only customers can set up payment by phoning Customer Service.

Becket is planning to pick a construction firm next week.

Windsor signup kickoff is January 11 at 10:00 am. Trying to schedule construction kickoff, Verizon completion day Saturday and he’s seen a lot of work. TriWire is the construction firm. Windsor has 4 FSAs, expecting 2 months construction per FSA. He will want to change order of build – need to do the Windsor Pond area in the summer, even connecting premises or he’ll lose them for the year. MBI fiber has not been moved yet. Kent – they had moved the fiber on some poles without leaving room for town fiber. Doug – Eversource made the town a primary attacher, so Verizon will place cables relative to the town’s fiber.

Kent found that installation contract bid only specified prevailing wage for external work, but not for inside. Doug – maybe so private homeowners would not have to pay prevailing wage for extra work.

Kent wrote a spec for customers who are installing the microduct he procured from WG+E.

**Other Director Input** 5 minutes

**Confirm and Schedule next BoD meetings**

January 15

February 19

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

**Adjourn** 8:45 pm (MaryEllen Kennedy moved, Steve Nelson second)