

**Minutes**

WiredWest Board of Directors Meeting

Cummington Community House

33 Main Street, Cummington MA 01026

Wednesday, January 15, 2019, 7:00 pm

Called to order at 7:01 PM

**Welcome and Introductions**

**Approval of Minutes** December 11, 2019

Moved by Jeremy Dunn, seconded by Russ Jolly, approved unanimously.

**Report from the Chair**

When Doug McNally spoke with Bill Ennen recently, he reported there were 2 high-level meetings with utilities, the second included the Governor. The utilities agreed to prioritize towns which have had problems with the make ready work that is now holding up construction. WFC will do rideouts with electric companies when they release poles, since most of the issues are found with electric lines, and will no longer wait for Verizon to complete their work. Becket has had all electric licenses for a while but is still waiting for Verizon to finish. They have noted some issues with the electric lines which need review. Doug suggests towns should send note of appreciation to Bill (& governor) for their help. Kent feels that MBI/Axia is holding up completion of make ready in Washington and may delay construction. In Rowe, they agreed to ‘one touch’ allowing the construction company to do the work, but that was found to be more expensive than having Axia do it.

Agreed process of reimbursement for drops

Jim is working on a process to collect the customer portion of drop installation costs for the towns which are not covering 100% of the costs. He is working with WCF to include this in their billing. This will simplify accounting for our member towns.

Website update

David has made the website more customer focused. He will put up a page for member towns, which helps to reinforce the WW brand. We have more control over the WW page.

**Finance Report**

Jim distributed a list of current signups for the towns, with information on take rate, service options and anticipated revenue.

Jim distributed the current P&L and Balance Sheet. The FCC and Commonwealth have raised the phone fees, so the phone tax cost reported is off by $.30 and will be corrected.

Pre-sub monies – Bob working to reconcile all the checks which has been distributed, we do have funds for the processing and mailing. We are planning to reach out to folks in the towns which will not use WW to have them request refunds. Bob will transfer from the savings (escrow) account to cover the refund checks written recently.

Jim has sent the chart of accounts and other financial information to New Salem in advance of a meeting with their financial folks and auditor. He recommends other towns do this to be sure the finance team understands our approach. He will send to the rest of the towns.

**Town updates**

* Washington – FSA01 fiber complete, expects to be ready for testing by early February. Waiting for UC to hand over the hut, then WFC will do
* New Salem – FSA01 testing planned to be complete Jan 24. Early problems with police detail my have solwed the build. Doug reports that he decides where details are needed, based on high speed or traffic roads.
* Goshen – Jim provided Bob with some documents to present to the SB – Bob wants to add some narrative to them. Jim meeting with Goshen SB on Jan 21 in Cummington.
* Rowe – Russ reports a tree fell on the town-owned fiber in , which he cleared. Some folks not so happy with Ooma – sometimes there’s a long wait to connect, occasional echo on the line, sometimes communication may be one way. Ooma did not have a resolution. Jim thinks the VoIP may not be prioritized properly. Kent – Ooma recommends plugging directly into ONT, not the router. Fiber is fine otherwise.
* Becket – On the recommendation of the BB Ctte, the Selectboard has signed the contract with WiredWest. Becket signed construction contract with Sertex & OPM with Westfield. They have been trying to decide on MLP fee, seeing the demographics on who has signed up makes Jeremy thinks it does not have to be too high. Doug has decided on eliminating the MLP fee based on higher projection of 1Gb sign ups.
* Heath – hut has been installed. They have an issue with Mohawk Estates campground, about 30 year round people, but the design included over 400 drops there. They may need to do a wireless service for that area. Jim states he could put out an RFP for wireless service. Russ reports the initial estimate of premises in Rowe was about 10% high. The town was concerned that the wireless section could not be supported with WW, Jim believes we can support this.

**Other Director Input** 5 minutes

**Confirm and Schedule next BoD meetings**

February 19

Future - every 3rd Wednesday

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

**Adjourn** 8:47 PM

Art moved, Russ second