

**Minutes**

WiredWest Board of Directors and Executive Committee Meeting

Online

Wednesday, December 16, 2020, 6:30 pm

Join Zoom Meeting on your computer

https://us02web.zoom.us/j/85143188312?pwd=VFNrVjQ0QVVRNVloODBhaXBhZ0gvQT09

Meeting ID: 851 4318 8312 Passcode: 1S1Z9i

Or Dial in telephone: +1 929 205 6099 US (New York)

Meeting ID: 851 4318 8312 Password: 538720

Attending: Kent Lew, Steve Nelson, Doug McNally, David Dvore, Jeff Piemont, Sheila Litchfield, Jim Drawe, Art Schwenger, Kathy Soule-Regine, Don Hall, Bob Labrie

Called to order at: 6:30pm

**Approval of the warrant by Executive Committee**

Moved: David Dvore

Seconded: MaryEllen (?)

Kent reports the Washington repair bill is in dispute since after hours billing should be $125, not $150. Jim would prefer to pay and ask for rebate. Kent notes a bill for Rowe includes installation – David – the amount on warrant is the only the part for repair. No documentation for New Salem invoice 2146021 in the warrant package. Insurance for Rowe from MIIA should be listed as such, not as pole bonds. That insurance category will be renamed to clarify what it is for.

Vote:

|  |  |
| --- | --- |
| Doug | Y |
| David | Y |
| Kent | Y |
| MaryEllen | Y |

Approved unanimously by the Executive Committee.

Please send any bills to Jessica as well as to Jim, either physically or by email. Doug says it is preferable to have bills mailed directly to WW when possible. Kent likes to review some bills, especially repairs. Jim can send a copy of any repair bills to the MLP.

**Approval of Minutes** *November 18*

Moved: Art

Second: Jeff

Approved unanimously.

**Report from the Executive Director**

Nothing that will not be covered by items on the agenda.

**Update on environmental monitoring**

Discuss options and vote on any proposed actions.

Jim notes that the equipment will be capital, each MLP can choose the vendor they feel comfortable with.

Doug feels it may be helpful to all have the same vendor. David reminds us that the WCF solution had most alarms going to WCF, who can do many things remotely. Should we see if Westfield would do that for us if we don’t join their solution? Jim says many alarms would be to others, e.g. police or fire. The hut can have a lock box to hold the keys for emergency personnel. Westfield charges $25/month over the quoted cost from the vendor. If Westfield does remote support, it may be worth choosing WCF’s option.

Heath is monitoring town buildings, possibly the hut can be added.

The consensus of the towns is that we are willing to use the WCF monitoring service. Jim will ask WCF to send the proposal to all our towns. Each town can sign the proposal – send a copy to Jim and make sure the bills go to WW.

Kathy thanked Jim for his work in organizing the proposals so we could compare.

**Insurance Discussion**

Jim thinks all towns will be going with MIIA (PURMA has had underwriting). Make sure not to include drops in the construction cost. The value should include construction materials, labor and project management.

David – MIIA insures the network via an underwriter, but wants the hut and generator added as endorsements to the town building insurance policy. Towns will have to pay for the insurance, then bill WW.

**Finance Report**

Jim sent the P&L to delegates.

Signup sheet supplied to delegates – these numbers are from the November billing. Jim included the disconnect, suspended and cancelled information to help understand the changes in numbers of subscribers. There were some questions about those figures, they may not always be applied consistently.

Refund status – spreadsheet supplied by Jim to delegates.

Jim has moved the Heath and Becket deposits to credits. He will work with them as signups start to scrub the lists and make sure the credits go to the right folks.

Bob now has the escheat software, hopes to do the submission of 1065 entries this weekend.

Audit – Jim has heard from Tom Scanlon, who is reluctant to take us on. He has been very hard to reach, but Jim will persist in trying to contact him. Washington has contacted the CPA firm of Roselli, Clark & Associates of Woburn.

**Town updates**

Becket has 4 miles of strand installed!

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

Steven Nelson announced he is resigning as the Washington delegate. Much appreciation was expressed for all his work and invaluable expertise to the group and its members.

Doug proposed, Art seconded that we appoint Steve a Board Member Emeritus – vote approved unanimously.

Jim was approached to join a group of executives who are promoting high speed Internet in Massachusetts. He has asked the completed towns to provide some information on the cost of building our network. Doug has been contacted by several Berkshire towns who are considering building fiber networks.

**Confirm next BoD meetings**

January 20 6:30pm

Future - every 3rd Wednesday at 6:30 pm

**Adjourn**

Art moved, Doug seconded. Adjourned at 8:14 pm.