

**Minutes**

 WiredWest Board of Directors Meeting

Online

Wednesday, February 15, 2022, 6:30 pm

**Attending:** Doug McNally, Sheila Litchfield, Don Hall, Jeff Piemont, Kent Lew, MaryEllen Kennedy, Bob Labrie, Jim Drawe, Kathy Soule-Regine

**Guests:**

**Called to order at:** 6:31 pm

**Approval of Warrant #15 by Executive Committee**

Moved: MaryEllen

Seconded: Kent

Discussion: Kent found 1 correction, Rowe government fees item is off by 10 cents.

Vote:

|  |  |
| --- | --- |
| **Name** | **Vote** |
| Doug | Y |
| David | NP |
| Kent | Y |
| MaryEllen | Y |

Result: approved

**Approval of Minutes**

January 4, 2023

Moved: Kent

Seconded: Doug

Discussion: This is the corrected version passed over on January 18.

|  |  |
| --- | --- |
| **Member Town** | **Vote** |
| Becket | Y |
| Heath | Y |
| New Salem | Y |
| Rowe | NP |
| Washington | Y |
| Windsor | Y |

Result: approved unanimously

January 18, 2023

Moved: Kent

Seconded: Doug

Discussion:

|  |  |
| --- | --- |
| **Member Town** | **Vote** |
| Becket | Y |
| Heath | Y |
| New Salem | Y |
| Rowe | NP |
| Washington | Y |
| Windsor | Y |

Result: approved unanimously

**Executive Director’s Report**

Jim sent notes to delegates. The domain name wired-west.net was registered by a former delegate and is about to expire. We don’t feel the need to keep it.

WCF will keep the wholesale cost for phone-only for the rest of our contract.

Still waiting for tree work; it may be better to find local companies.

Jim is still working on getting all the reports agreed to in WCF contract, especially top ten users.

John Leary could not find data to identify cause of some packet loss seen in Windsor. Doug is encouraging folks with speed issues to contact customer service to identify if problems are within the home.

**RRR update**

Central cluster received costs for the 3 10G circuits. They will take the number of subscribers on July 1 of each year to apportion costs. Windsor’s cost will be $987 for their portion of the 30G backhaul. Still waiting for MBI to announce their choice of operator – if LocalLinx is chosen, the MBI cost may be lower than current quotes. Central cluster expected to be operating at the end of March. Expects to see low level design at next meeting.

North cluster planned to be live late March, early April. Low level design has not been shared yet. Initial billing from Crown Castle included sales tax and USF fees, needed to have the necessary forms for non-tax status. WW will pay the Crown Castle bill and cross-bill the other towns ($20 fee for billing). Charlemont will handle billing for the VZN circuit.

South cluster – all towns have accounts at the same bank, created an escrow account owned by Washington. The towns will all pay into the escrow account, monthly or quarterly. Automated payments to the providers will be done electronically from the escrow account. All MLP managers will have a read-only account, so they can check status online.

**Finance Report**

Bob filed the escheat information with the Commonwealth and moved the necessary funds. He expects to close the TD Bank account tomorrow, the funds were moved the Greenfield Savings Bank. The remaining funds from activation fees will be invested in a CD, which we can add to, with 1 penalty-free withdrawal. $200,000 will be moved to the checking account. There is also a savings account which will be a holding account with some interest. Doug and Bob are signatories and have debit cards for the checking account. Bob will discuss a line of credit with GSB.

Jim - We have not received all the bills for pole licenses. Maintenance costs are high ($35k over). Overall, we are $127,000 under on our expense budget. Revenue is very close to our budget (currently net is $110,000 over).

**Town updates**

New Salem finally billed for E Eagleville construction labor (work done July 8, 2022).

Kent asked about the information from WCF on new installations, MaryEllen will share what she received for the latest installation.

Sheila learned that the CAF II testing will continue for the entire period (until 2031), with locations changing every few years.

Bob asked about future meetings, since fully remote meetings may not be allowed after March 31. If necessary, Doug can host physical meetings in Windsor with a quorum attending if needed.

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

**Confirm next BoD meetings**

March 15 6:30pm

Future - every 3rd Wednesday at 6:30pm

**Adjourn** 7:39pm