

**Minutes**

 WiredWest Board of Directors Meeting Minutes

Online

Wednesday, May 17, 2022, 6:30 pm

**Attendees:** David Dvore, Jim Drawe, Sheila Litchfield, Doug McNally, Bob Gross, Jeff Piemont, David Gordon, MaryEllen Kennedy, Kent Lew, Bob Labrie, Don Hall, Art Schwenger

**Guests:** John Jones (Windsor)

**Called to order at:** 6:30 pm

**Approval of Warrant #21 by Executive Committee**

Moved: MaryEllen

Seconded: Doug

Discussion: Doug asked if Windsor pole license charge was corrected.

Doug moves we amend the charge to $10,115.41

Kent seconded

Vote:

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

Result: amendment approved

David noted the Crown Castle charges on the bill were approved at the last BoD (was amended on the warrant), and the warrant showed the past due, not the current charges. We are reimbursed by Colrain for these payments.

Kent also noted the Washington electric bill is not on the warrant, though the bill is in the Dropbox folder.

Moved: Kent moved to table the vote until later in the meeting so Jessica can research.

Seconded: Doug

Discussion:

Vote:

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

Result: passed

Moved: David moved we accept the amended warrant for Crown Castle & Windsor pole licenses

Seconded: Kent

Discussion: Jessica amended the warrant which fixed the Crown Castle amount. David thought we missed the late fee; Jessica mailed it on time, so we should appeal.

Vote:

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

Result: approved

**Approval of Minutes**

April 19, 2023

Moved: Sheila

Seconded: Jeff

Discussion: Sheila noted a missing word - corrected

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

Result: passes unanimously

**Executive Director’s Report**

Jim sent notes to the delegates as usual. No progress on site, maps, etc. WCF is interviewing for someone to manage this. David found that Asplundh required specific directions on what to cut. Sheila asked how we can verify that the work was done. She’d like to see a system that would work for all towns. Jim has requested that photos be taken showing before and after. Doug can not get Asplundh to return calls. Jim recommends going via WG&E to engage Asplundh – ask him to contact them. We should soon see Top 10 User reports.

RRR North cluster – Verizon said they need additional work to connect - $130,000 so the group is reconsidering using Verizon. Doug has found Verizon is very difficult to work with. Jim – LocalLinx is behind schedule on installing circuit to Leyden. Doug – John Leary says they will go ahead without Verizon if necessary.

There are 39 refund checks which have not cleared. They will go to escheat.

Jim has asked WCF to check maps first before calling for DigSafe markings. Kent feels that USIF is contacted directly, not through WCF.

We’re seeing an upswing in signups, mostly seasonal people returning. Bob Gross says that WCF is now marking seasonal customers in the CRM.

Maintenance costs are much higher than the budget. Jim has asked for more details on maintenance work.

Bob suggested moving the activation fees to an interest bearing account more quickly.

Kent notes some discrepancies between COGS and revenue, asked Jim to investigate.

**Allocating Backhaul costs**

Vote to make backhaul costs a town expense beginning in FY 2024.

Moved: Sheila moved that the backhaul expense be moved to a town expense beginning in FY 2024.

Seconded: Jeff

Discussion: Kent notes this will disadvantage towns who will migrate to clusters later. Suggests we wait until all towns have migrated. Jeff was told it had to be done on a fiscal year boundary. Jeff proposes we change retroactively, since it’s only considered when we calculate excess revenue. Jim – the formula is in the contract, so we will have to sign new contracts before July 1.

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

Result: passed unanimously

**Vote to approve revised investment policy**

Moved: ? moved to approve the revised investment policy sent to delegates by the Treasurer.

Seconded: David

Discussion: Bob displayed the updated investment policy, previously sent to delegates to maintain an interest bearing sweep account, which can automatically replenish the checking account if checks can’t be covered. He explained the difference between the federal and Massachusetts depositors’ insurance fund (DIF). If our risk tolerance is zero, we should have accounts in multiple banks to be fully covered by the FDIC $250,000 limit.

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

Result: passes

**Town updates**

Construction in a problem area in Becket is being worked and should be complete this summer.

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

**Confirm next BoD meetings**

June 21 6:30pm

July 19 6:30pm

Future - every 3rd Wednesday at 6:30pm

**Adjourn**

Moved: Jeff

Seconded: Sheila

Discussion:

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

Result: approved

**Future –** discussion of where to hold investments to minimize risk. Kent - Investment committee should research difference between Fed & state