

**Minutes**

WiredWest Board of Directors Meeting

Online

Wednesday, August 16, 2022, 6:30 pm

**Attending:** Doug McNally, Jim Drawe, David Gordon, MaryEllen Kennedy, Bob Gross, David Dvore, Kent Lew, Sheila Litchfield, Simon Zelazo, Don Hall, Bob Labrie

**Guests:**

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

We will continue to meet twice a month during contract discussions.

**Approval of Warrant #4**

Moved: Kent moved to approve warrant #4 for $115,961.42

Seconded: Bob

Discussion: Jim – there’s an $80 credit from MBI to Rowe. David-circuit terminated before the end of the month, so Rowe was credited for that time. Kent thinks it should be accounted to the WiredWest backhaul account.

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

Result: approved unanimously

**Approval of Minutes**

August 2, 2023

Moved: Kent

Seconded: Doug

Discussion:

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

Result: approved

**Executive Director’s Report**

Kent asked about Northern Cluster bandwidth switching. There are 2 links between Rowe & Charlemont, a topology not discussed during planning. Originally all traffic was on one link, then download moved to the other, and later traffic switched again. David asked why this was happening and there was no real answer. Possibly replacing SFPs fixed the problem. Doug was told traffic would be split using all available circuits, but the Northern Cluster was told that could not be done. Jim (and Southern Cluster) were told each town would have a primary circuit where all traffic would flow and the other would only be used if the primary fails. We were expecting a more dynamic option would be available. David has found that the backhaul speed has improved since the switchover in June.

**Resume Executive Session**

To discuss contract negotiations and return to the open meeting

Moved: Doug

Seconded: Kent

Discussion:

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

Result: approved unanimously

Meeting resumed at 8:26pm

**RRR update**

Already covered

**Finance Report**

2268 customers, 12+ since last month

VoIP subscribers continue to decrease

Jim displayed the budget and discussed variances so far. Auditor should be done by the end of the month. Expenses were about $19,000 below budget, but some bills have not arrived yet.

**Town updates**

Becket Woods should be released Sep 1, that area is needed to meet CAF coverage requirements. They asked WCF to prep the UG locations in advance.

Heath has only a few drops to complete.

Kent – the contract with Sertex was that they would deliver as-built documents. The documents he saw from WCF did not reflect some of the changes that happened during construction in Washington. There was also a lot of testing data which was not shared by WCF.

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

**Confirm next BoD meetings**

September5, 6:30pm

September 20 6:30pm

Future - every 3rd Wednesday at 6:30pm

**Adjourn** 8:05pm – approved by voice vote