

**Minutes**

 WiredWest Board of Directors Meeting

Online

Wednesday, December 20, 2023, 6:30 pm

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

**Guests:**

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

**Approval of Warrant #12**

Moved: Kent moves to approve the warrant for $136,561.27

Seconded: David

Discussion:

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

Result: approved

**Approval of Minutes**

December 6, 2023

Moved: Kent

Seconded: Doug

Discussion: 1 typo noted. Kent moved to approve as amended, Doug seconded.

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

Result: approved

**Resume Executive Session**

To discuss contract negotiations

Moved: Bob G

Seconded: Sheila

Discussion:

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

Result: entered executive session at 6:36pm

Resumed regular session at 6:47pm

**ISP Contract**

Vote to approve the contract with our ISP

Moved: Kent moves we approve the contract and authorize Jim to sign the contract as corrected by Deidre on the condition that WCF delivers an exhibit regarding terminations that Jim deems acceptable and in our interest.

Seconded: Sheila

Discussion:

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

Result: approved unanimously.

**Bad debt account** 15 minutes

Jim and Jessica have been discussing this with WCF. She has identified customers who have moved on and left unpaid bills. It doesn’t affect our income, they are small bills and probably are not worth trying to collect. It’s unclear if it is accounted for. Some customers have changed names on accounts, which sets up a new account. Jessica found 5 which had unpaid bills and were transferred to the new account. Not sure when to book as bad debt, especially for folks who suspend service and but still have a balance.

Kent – we should have a procedure to monitor the bad debt, possibly by the MLP/town. Bob says May is a good time to check to see what is owed. Jim suggests we write down any bill due over 1 year. Jim would like to do it in June when doing the end of year finances.

**RRR update**

Central cluster transition last week. Windsor was first to change and saw some reduction in speed. The last towns were added yesterday, then the system “crashed” with very poor performance. WCF brought in Nokia, they are still working on the problem. Possible cause – the Verizon circuit in Ashfield which was connected late. David D. – all problems are in towns connected to the new Nokia 7750 in 1 Federal St. David D. feels better about WCF’s ability to respond to technical issues with help from Nokia.

**Finance Report**

**Town updates**

Sheila – Brian met with Heath and said they are willing to buy back our fiber and will work with Jim on that.

Email problems continue. Kent also had problems with Blue Host, so he moved to a different outbound SMTP server.

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

**Confirm next BoD meetings**

January 3 2024, 6:30pm

January 17 2024, 6:30pm

February 7 2024, 6:30pm

Future – every 1st & 3rd Wednesday at 6:30pm

**Adjourn** 7:33pmKent moved, Sheila seconded