

**Minutes**

 WiredWest Board of Directors Meeting

Online

Wednesday, April 17, 2024, 6:30 pm

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

**Guests:**

**Called to order at:** 6:32pm

**Approval of Warrant #21**

Moved: Kent moved to approve the warrant in the amount of $140,953.43.

Seconded: Bob G

Discussion:

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

Result: approved

**Approval of Minutes**

April 9, 2024

Moved: Sheila

Seconded: Kent

Discussion:

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

Result:

**Executive Director and Finance Report**

Please read Jim’s notes in advance and ask any questions during this time.

Bob L reports the Letter of Credit was signed. The date will be filled in at closing, to be scheduled. Bob is the only signatory needed. We will ask Deidre to review the final document.

No one has had an update on fiber reels to date.

The postcards have not gone out yet, Jim is waiting for a final draft and budget (about $2,000).

They are waiting on Eversource to provide an NDA for Washington and Becket to share data with Whip City Fiber, in preparation for new pole installations. WCF should be working with Verizon after the Eversource details are settled.

WCF will bill WiredWest for the town plow incident in Windsor. Doug says WW should bill the town highway department.

Jim is still waiting for answers from Brian on some March repairs before paying the bill. He sees the labor rates are not the ones in our contract.

Sheila reports National Grid are replacing a number of poles that have town fiber. Grid says they will not pay to transfer the fiber. Heath doesn’t think they should pay – Jim will ask Deidre to review the contract.

No word on CAF II amounts yet. The original letter of credit was used in case there was a need to ‘claw back’ funds if performance was not as promised, so there should be no need to reserve funds (Jim felt that the FCC did reserve the right to take back funds all through the 10 year period).

**Updated Service Agreement**

Review and possible vote of the latest version which has been reviewed by counsel for the towns and for WiredWest.

Jim displayed the document with changes highlighted, for agreement by the members.

7.1.6 seemed incorrect – Sheila will contact KP Law which added this clause to clarify and Jim will contact Deidre.

9.1 question on insurance, if the towns’ insurance will cover the MLPs. Kent will contact MIIA to clarify if the MLP is covered under the town’s insurance and how much the town is insured for. Kent reports the town professional liability insurance is $2,771, but is asked to confirm that would be the cost for insurance for the MLP.

We will vote at the next meeting once the question about 7.1.6 is answered. 9.1 is not material to signing the agreement, but the members would like to know if they need to insure.

**WCF service protection plan proposal**

Discussion of the plan for covering the cost of service drop repairs

We do not have a new proposal from WCF.

**WCF rideouts**

Which towns have agreed to rideouts? Any further questions or comments.

All towns have agreed for this. Jim received a bill and has told WCF he will not pay until he’s received reports for the rideouts. The price is fixed. Doug has asked for a week’s advance notice and the option to have someone participate – Jamie reported non-employees are not allowed to ride in their vehicles. Doug would still like advance notice – he may ask them to look at specific areas with him. They have agreed to do that for Heath.

Kent is expecting they will provide quotes on any needed work, he thinks we may need to schedule the work in the future or stagger it if the expense is large. Jim – they are looking at 18 towns, so it it’s unlikely that they will be able to do much work this FY. Kent suggests that we stagger the rideouts in the future. Jim thinks we should schedule them every 2-3 years. It has been presented as a spring rideout.

**Town updates**

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

Jim had a request for the Becket-Washington PTO asking for a donation. He asked if we want to use any WW funds to aid any town efforts. Jeremy states that Becket Broadband is not a business, it’s a municipal service. There are many non-profit organizations in our towns that could ask for funds. Doug says that organizations looking for specific help with digital service should be directed to Digital Equity initiatives. David G says WW should be referred to the town MLP.

**Confirm next BoD meetings**

May 1, 6:30pm

May 15, 6:30pm

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

**Adjourn** Kent moved Sheila 2nd – 8:08pm