

Minutes of the Heath MLB Meeting

June 8, 2021 at 11 am

Present: MLB: Art Schwenger, Anne Emmet, Dave Gordon, Bill Fontes, and Ned Wolf, with
Jan Carr visiting
MLP Manager, Sheila Litchfield

Art called the meeting to order at 11:01 am.

Members read the minutes of the MLB meeting on May 25th at 11 am. Anne moved to accept the minutes. David seconded the motion. The motion passed unanimously. Members read the minutes of the MLB meeting on May 25th at 2 pm with WG&E and TriWire. Anne moved that the minutes be accepted. David seconded the motion. The motion passed by unanimous vote.

The MLB reviewed Ned's notes on the conference call with Bill Ennen at 1 pm on June 1st and Ned's notes on the MLB virtual meeting with WG&E and TriWire at 2 pm on June 1st. There was a consensus that the notes were accurate.

Sheila reported on the costs of drops that Chris LaVertu has sent to her. The plan is that the Town will bill those people directly. We can talk with WG&E about whether to expect payment before work on the drop begins. Sheila said she would send Jim Drawe an email asking about the timing of payments for drops. Jan recalled the offer of a 0% credit card and other assistance available from Berkshire Bank.

Members discussed the third Charlemont edge case. Bill suggested an alternative to Heath's receiving from Charlemont the \$500 state subsidy for that drop. Instead, Heath could allow Charlemont to keep the \$500 but expect that any future state funding for drop costs come to Heath. In the cases of #7A and #8 Sheila said that she believes from reading the agreement that Charlemont will reimburse us for the cost of extending the network to poles near those houses, but the agreement says nothing about the \$500 drop credit from the state.

Dave Gordon volunteered to take the lead in seeking more information on the third Charlemont edge case. Art expressed thanks to Dave.

Art reported learning from Bob Bourke about what appears to be an unintended exposure of a black material at the edge of the hut roof. Also, Art said he had received word from Joe Parda that Tom Kolek while visiting the hub had heard the generator making unnatural noises.

This comes after Joe Parda told us that not all the wires for hub monitoring were included. Jan suggested we ask whether other towns have been having hub problems.

Bill volunteered to take the lead on the hub matters including such things as checking with United Concrete about the warranty. Sheila said that there is a monthly meeting of MLP managers where hub monitoring is discussed. She will send Bill those discussions.

Sheila invited edits of her message to Mohawk Estates regarding the requirements for 911 numbers. Art provided several short edits. Dave offered to work on the draft of the marketing message to be sent to people in Mohawk Estates and send it to Sheila.

Sheila said that she has had a long talk with Chris LaVertu who says that Jamie Cincotta has been reassigned. Chris said that his final report on Mohawk Estates would be done by June 15th. Chris will need Ken's data. Chris and Ken are coordinating their efforts.

We may decide to put up a banner as part of marketing, say on the community center building.

Dave moved that Sheila become the Town's representative to the WiredWest Board and that Art become the alternate. Anne seconded the motion. The motion passed by unanimous vote.

Sheila and the MLB discussed the process for approving invoices. Art said that as long as he can tell Robyn that invoices have been duly approved, she'll be OK. Sheila said that when she gets a DocuSign, she tells Hilma that it has been approved by the MLB. Once the switch from construction to operations is complete, all invoices will go to WiredWest.

Sheila listed 3 invoices:

1. Reimbursing Sheila for the \$64 she paid the town for an MLB P.O. Box.
2. A WG&E invoice for \$13,342.76 for TriWire's construction work in weeks 27-30
3. An invoice dated November 2020 from the Franklin County Sheriff's Office for \$800. for police detail

The MLB had approved #1 earlier. Bill moved that the MLB approves invoices #2 and #3. Ned seconded the motion. The motion passed by unanimous vote.

In a meeting with Chris LaVertu Sheila learned how the billing process has evolved so that there are now 3 AIA's, one for each of the categories Engineering, Construction, and Services. There is still no cost projection for FSA 4 materials. So far the cost of those materials is \$52,616.44.

The addition of muni network panels has been a change order.

Sheila went over her May 30th, 2021 Broadband Financial Report with the MLB and answered questions. The total of funds available exceeds the total cost estimate by \$33,706.55. The funds available include \$2,057.96 from 3 subscribers whose drops exceed \$3000. The report has 10 tabs including a new tab to track WG&E- specific invoices, billings, and payments.

Sheila has written to the Select Board about funding the MLP Manager's salary. She has informed Hilma that the line item for her salary will go over. Members will review the list of the responsibilities of the Municipal Light Board that Sheila attached to her email of June 7th and discuss how to share the tasks at the June 15th meeting.

The committee reviewed proposed changes to the Drop Policy as of June 1, 2021. More changes were recommended including the removal of the requirement that during the first year a subscriber take service for at least 6 months. Anne moved that the changes to the Drop Policy that appear in the June 1st revision as well as the changes listed in the above discussion be implemented. Bill seconded the motion. The motion passed by unanimous vote.

We will ask at the 2 pm meeting what a cold drop in FSA 4 includes.

Jan reported that 7 more have signed up. There are now 374 unique locations. There was a suggestion that as part of marketing we finance \$100 for a tent on the Midway at the Fair.

Sheila will talk with Jim Drawe about how the Town monitors invoices that are sent to him. At what point do we learn that an invoice has reached him?

Art said that he talked with Doug Mason, the Planning Board Chair, who said that comments about the monopole's threat to broadband's business viability won't fly. They are not within the purview of the Planning Board. Still, MLB members spoke in favor of sending a letter expressing the MLB's concern. Art said that the Planning Board has the final say about the variance for a 180' pole. Jan said that the only reason that in Hawley there could be an appeal to the Select Board was that the monopole was proposed to be on a public way. Dave volunteered to gather for our next meeting the edits suggested to the letter to the Heath Planning Board that he and Bill have worked on.

Art provided the June meeting schedule: June 15 at 11 am and 2 pm
" 22 " " " :
" 29 at 11 am, 1 pm, and 2 pm

The 1 pm meeting on June 29 with Bill Ennen will be considered our July meeting with him. Anne moved that the meeting adjourn at 1:39. Ned seconded the motion. The motion passed unanimously.

Respectfully submitted,

Ned Wolf