

Minutes of the Heath MLB Meeting
June 22, 2021 at 11 am

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

Art called the meeting to order at 11 am.

Members read the minutes of the June 8th MLB meeting at 11 as well as the emendations that Ned sent on June 14. Anne moved to accept the minutes with emendations. David seconded the motion. The motion passed unanimously.

Members read Ned's notes of the June 8th WG&E Construction Meeting with TriWire and the Heath MLB. Anne moved to approve the notes. David seconded the motion. The motion passed unanimously.

Members reviewed the 3 Charlemont edge cases. Charlemont will pay the capital costs of bringing the network to the first 2 houses. Charlemont will pay Heath drop subsidies of up to \$1400 for each of the first 2 houses. For the third house Sheila said that the \$2,231.67 for constructing the network to the nearest pole should be considered Heath's responsibility. Bob Handsaker of the Charlemont Broadband Committee has said that Charlemont would consider the third house to be a cold drop whether or not it receives service. Charlemont will offer to Heath the \$500 subsidy and will include this cold drop in their drop total.

The cost per year of licensing the 10 new poles will be about \$160, regardless of how many months of service the customer at the third house takes. Members discussed whether or not we should provide service if that customer pays the \$2,231.67 construction cost as well as the drop cost.

The Heath MLB agreed to approach the Charlemont Broadband Committee with a possible solution to the 3rd Charlemont edge case. David moved that if the customer pays both the construction cost and the drop cost at whatever time the customer chooses, then Heath will provide broadband service. David then moved to amend this motion to "the customer pays drop costs that exceed \$500." Bill seconded the motion as amended. We need to be sure that Charlemont is on board with Heath getting the \$500. The amended motion passed unanimously.

Sheila will ask Joe at the 2 pm meeting whether he's heard anything from Patty Norton of United Concrete about the hut's roof. Bill reported that as of 9:30 that morning the generator was running OK, and the temperature inside was fine. There was a consensus that for improved security the code for the lock on the hut door be changed once a month. Art said that we need to tell WG&E and TriWire that they need to provide us with the names and contact information of anyone who needs to know the code. Bill and David offered to have their names and contact information on the outside of the hut door. Bill suggested that we ask for a list by next week of people who need to know the new code and that we announce that the code will be changed on July 1.

We will inquire about a key in case after changing the code we can't get in. Sheila will send the Heath Police Department an email introducing Bill. We can ask the police to set up a security camera at the hub door as was recently done at a site for construction materials.

David will inform WG&E of his being ready and willing to lend his temperature monitor for use in the hub. It needs power and may require a patch cable.

Art brought up a communication issue he had discussed with Robyn. Sheila recommended that he send an email about it before the 2 pm meeting to Caitrin and copy Chris LaVertu and Joe.

Jan said that Chris LaVertu has been working on Mohawk Estates. He was to have sent us a list of cold drops in Mohawk Estates, but that did not happen. Sheila said that her meeting with Chris that was scheduled for June 15th was delayed by a meeting that Chris and Joe had with the Lieutenant Governor. We will ask about the list at the 2 pm meeting.

Sheila reported from the Wired West Board meeting on June 16th that after estimated expenses of \$191,000 the estimated revenue coming back to Heath for FY21 is \$3,600 and for FY22 is \$67,800.

The MLB discussed communications with the Select Board and the Finance Committee. For the processing of invoices Sheila said that invoices come in, they come to the MLB, and she approves them. Art, Hilma, and Sheila learn of any docusign. Sheila's signing a docusign automatically generates a docusign for Robyn. Sheila noted that her salary line is \$700. in the red. Ned reported on a discussion that took place during the June 17th Finance Committee meeting about how the funding for Sheila's salary should be found. While it was suggested in that discussion that the funding could come from the MLB, it was decided to recommend to the Select Board that funding come from certain budget lines where there is likely to be a surplus. MLB members pointed out that the MLP Manager is a town position, and her salary needs to be funded with town funds. It could happen at some future time that the MLP Manager's salary is partially funded with broadband income.

Art will communicate to Hilma the MLB's recommendation to use town funding for Sheila's salary. Also, Art will contact Tom Lively, Finance Committee Chair, about the Finance Committee's interest in having the MLB join it during its Meeting at 6 pm on July 8th at 18 Jacobs Road.

Invoices:

2/1/2021	\$19,506.29	for MBI through WG&E for the broadband service connection
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Bill moved that the invoice be approved. David seconded the motion. The motion passed unanimously.

Weeks 31 – 35 of the construction	\$47,019.99	for TriWire through WG&E
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Bill moved that the invoice be approved. David seconded the motion. The motion passed unanimously.

The MLB anticipates that as Wired West begins to receive invoices for operation of the network, most of the costs will be recurring. Jim Drawe is the manager of those invoices.

Sheila said that she has sent to Jenny Hamilton a marketing memo with David's edits. She has ordered from WG&E a broadband banner to be hung on the recreation hall.

MLB members favor a distinction on the town website between the MLB and Broadband the product. We need to send to Anne our thoughts about improving the website.

Jan reported that 3 more have signed up since last week. That makes a total of 390 with 6 cancellations for 384.

The MLB reviewed with David his suggested revisions of a memo from the MLB to the Planning Board expressing concerns about the possible effect of the construction of a 180' monopole in Heath on the business viability of Heath Broadband. Several edits were made. Bill moved that we send the memo as amended to the Planning Board. David seconded the motion. The motion passed.

Anne made a motion that the MLB adjourn at 1:49. Bill seconded the motion. The motion passed.

Respectfully submitted,

Ned Wolf