

Minutes of the Meeting of the Heath MLB

January 4, 2022 at 11

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

Art called the meeting to order at 11.

Members read the minutes of the December 21st MLB Meeting. Anne moved that the minutes be approved with corrections. Bill seconded the motion. The motion passed.

Members read the minutes of the December 21st WG&E Installations Meeting at 1:30. Anne moved that the minutes be approved with corrections. Bill seconded the motion. The motion passed. Members read the minutes of the December 21st WG&E Construction Meeting at 2:00. Bill moved that the minutes be approved. Anne seconded the motion. The motion passed.

Sheila reported the following DocuSign:

12/21/2021 HE -CNST – 10001 – 19 WG&E \$14,730.25 all project management for FSA 04

David moved to approve the above DocuSign. Bill seconded the motion. The motion passed unanimously.

The next DocuSign is as follows:

12/21/2021 HE-SERV- 10001 – 10 WG&E \$23,350.20 for rental of PODS, and installations

David moved that we approve the above DocuSign. Bill seconded the motion. The motion passed unanimously.

Next Sheila reported the following invoice:

Weeks 53 – 57 \$40,461.14 (later corrected to \$18,237.99) ITG

David moved to approve the above invoice. Bill seconded the motion. The motion passed unanimously.

Sheila reported that the most recent hub generator test is OK.

David said that after several months of being steady the temperatures on the hut monitor have been erratic, at times reaching the high 70's. Members asked questions such as 'What do we do if the HVAC stops working?', 'What is Tim's role relative to the hub?', and 'Does WiredWest have to find a contractor?' Anne asked whether the HVAC might still be under warranty. We could ask the people who sold us the unit whom do they recommend for maintenance?

Sheila said that the EOHED letter has been signed by the Select Board. Bill Ennen asked that the actual letter, which is now in Robyn's hands, be sent to a particular person at the EOHED. The letter will be retrieved from Robyn who has been away.

The MIIA check is in limbo. The first payment, which covers the network, hasn't been sent. The Select Board has signed an agreement to add the hut to the list of town buildings insured by MIIA. Sheila said she talked today with Mick Garrold of MIIA who advised that we wait until the check and the agreement are together before we send them.

Members discussed the possibility that the new policy would not be in effect for several weeks and whether there could be a binder to tide the town over. MIIA's creating a binder would likely require action by the Select Board. Sheila said she would ask about a binder.

There was a consensus that the changes in the code for the hut door's lock, which Bill has been sending to WG&E, be sent also to Tim and to the Fire Chief.

The list of items for discussion with Select Board on January 18 includes:

- Letter to EOHED
- MIIA
- Status of network build and the number of subscribers
- Financial report
- Use of office space
- Decision on a Kinsley contract for all generators
- Developing a Depreciation Reserve Account
- No more annual \$1K WiredWest assessment

David asked whether we need to get into operating expenses with Jim Drawe present. Sheila said she thought that our financial report will have sufficient information although our having Jim come again sometime would be a plus. Art suggested that we have Jim come in July or August. David recommended that we give to the Select Board our numbers for projected income in FY23 and in FY24 but that we be sure at the same time to include the amount that must go into the Depreciation Reserve.

Hilma has said that 7 pm is the best time to meet with the Select Board on January 18th.

Redundancy

David said that the Northern Geo-Cluster towns are still working on an agreement to share a 10 g backhaul circuit. Reaching an agreement would give Rowe the go ahead to contract the services of Crown Castle.

There will be a meeting on Friday January 7th with John Leary on where the technical part of the project is.

Jim Drawe has been working on a contract on behalf of Rowe.

Verizon will likely be a secondary path for one or more of the towns. MBI's contracts will end at different times for the towns. The vision is that the towns will work together on the second contract.

Members expressed interest in finding out at the 2 o'clock construction meeting the status of the cutover on Taylor Brook Road.

Art expressed interest in how zip codes may affect broadband subsidies. Sheila agreed that zip codes have caused problems in various programs for the towns but noted that neither CAFII nor the state broadband subsidies have been affected by zip codes. Ned said that he believes the state formula for determining a town's minimum contribution in school funding is affected by zip codes. He expressed interest in working with Art on zip code matters related to broadband.

Art would like us to have an insurance summary put together by WiredWest that includes the 2 \$3K bonds the town pays for annually as well as any MIIA policies. How would the \$150K reserve held by WiredWest be used following a damaging storm?

Finally, Art recommended we work on emergency protocol development. Bill suggested contacting the Board of Health to avoid duplication. Anne volunteered to work on it. Bill suggested that Jim Drawe might have emergency procedures or there might be another town that has developed a protocol. Perhaps we can contact other MLP managers.

Looking ahead to the 1:30 meeting, we planned to ask Brian whether ITG is on target for the completion of testing in FSA 4 by January 14th and releasing the FSA for installations on January 17th.

There was some discussion as to what the subsidy should be for the house at 136 Hosmer Rd. Was there a sign-up before Sept. 15th? If not, the subsidy is \$250.

27 Eastbrook has been seeking a full subsidy. The sign-up occurred after Sept. 15th, and Sheila will call Betsy Loiko to say that the subsidy is \$250. Art said he is available to talk with the customer if they want to question policy.

Sheila reported that since the second floor mailboxes in Sawyer Hall are no longer being used, 2 trips are now needed, one to Sawyer Hall for the MLP mailbox and one to 18 Jacobs Rd. for the remaining broadband related mail.

Anne moved that the meeting be adjourned at 1:09. Bill seconded the motion. The motion passed unanimously.

Respectfully submitted,

Ned Wolf

