

Minutes of the Heath MLB Meeting

June 14, 2022 at 11

Virtual meeting

Present: MLB: Art Schwenger (Chair), Anne Emmet, David Gordon, Bill Fontes, and Ned Wolf
MLP Manager Sheila Litchfield

Art called the meeting to order at 11:02.

Members read the minutes of the June 7th MLB meeting. Bill moved that the minutes be approved with corrections. Anne seconded the motion. The motion passed unanimously.

Sheila reported that the MLP has renewed its Post Office Box #47.

The June 14th generator test was OK.

Sheila said that David gave an excellent report to the Select Board on June 7th about the 3 documents before them to be signed. The Select Board signed each of the following:

- The IGA Backhaul Service and Cost Sharing Agreement
- The Appendix for a Crown Castle Connection Cost Sharing Agreement
- The proposal by WG&E to build the backhaul mesh network for the 5 towns of the Northern Cluster

Sheila said that she has received a backhaul invoice. This invoice will go to Colrain who will pay it from the Community Compact Cabinet funds.

Sheila volunteered to draft a 'thank you' letter to Colrain for their work in securing the Community Compact Fiber grant for the Northern Cluster. The Select Board said at their June 7th meeting that they would sign such a letter.

Sheila said that Accountant David Fierro is reminding us that all invoices are due by July 8th. If invoices arrive after July 8th, they won't be paid this fiscal year. Art's phone bill can be paid from the MLB Expense line of \$425 approved by voters at the 2021 ATM if he gets it to the Accountant soon.

Sheila said that we received on June 3rd the \$22K retention from the state. Treasurer Kris Nartowicz has sent to the state the document saying that the \$22K has been deposited in a non-interest bearing account. The State Account will be closed when Kris sends the state a statement at the end of June.

Betsy Loiko has sent word that there will be 3 installations in the coming week. Bill Fontes has already talked with Jenny Hamilton in Mohawk Estates about encouraging people in FSA 4 who want broadband to get scheduled for an installation.

Anne asked how many installs have yet to be done in each FSA. Sheila provided these numbers:

<u>FSA</u>	<u>Number to be Installed</u>
1	11
2	7
3	13
4	43

Members agreed that the biggest push for more installations is needed in FSA 4.

Sheila reported communications she had the afternoon of June 13th with Heath Police Chief John McDonough regarding a utility pole on the Brunelle Road Extension that had started to lean. When National Grid left the scene at 5:15, the broadband cable was still in the road. John was saying that he couldn't remove the 'road closed' signs. Sheila determined that the leaning pole is not the one on Sadoga Road near Bellor Road.

When Sheila talked on the phone that day with Jim Drawe about the situation, her impression was that Jim wasn't much involved. Art said that Heath customers were supposed to be a priority for WCF at the same level as Westfield customers. He said that we had to pay extra for a second emergency crew. He thought that Jim Drawe was responsible for getting that second crew to the site. Apparently, no one lost service; WCF said "no one complained."

Sheila said that John McDonough said that he was told that there is a new number for local technical support:

413 485-1204, 8:00 – 8:00 M – F

Art noted that the technical support information on the WCF website is as follows:

1 833 923 9378, 24 hour service

David expressed concern that we have a process on what to do when there is potential damage to the broadband cable. Whom do we call? What is the expected response time? Sheila said she had taken the recommended steps, and yet the response was mixed up.

Sheila and David said that they could attend the regularly scheduled Wired West Board meeting on June 15th. They expect there will be some talk about ISP providers.

Sheila said that the MLB has not yet reorganized following the ATM. There was a consensus to take that up at the next meeting.

The governor has yet to declare that in-person meetings are mandatory. The MLB will meet again by zoom on June 21st.

David said that he has to get signatures from WG&E and the Select Board on the agreements that they approved on June 7th. He said that every Northern Cluster town has approved the agreements. It is sufficient for him to get just the signatures for Heath. Sheila recommended that he leave the document at 18 Jacobs Road with 'Sign Here' tabs.

Sheila reviewed with the MLB her updated Broadband funds report '061322 Heath BB funds status'. The tabs that have been updated are the following:

- State Grant account
- Town Borrowing account
- Drop Subsidy account
- Summary
- Operations costs
- Sent to Wired West
- FY22 MLP Manager salary accounts

In the Summary the projected surplus is \$163,964.71. We are still getting SERV invoices. We can expect the first CAF II payment no earlier than August. We can't yet talk about a payback plan for the \$200,000.

Sheila will continue to communicate with Accountant David Fierro about items that include the following:

- State Grant account 39-5-192-001 does not reflect EFTs Kris received from the state in recent weeks that total \$238,000.
- Borrowing Account 39-5-192-002 reflects \$3,430.91 paid or recorded twice to WG&E. Sheila believes that WG&E was not actually paid this amount twice, but it was recorded twice. She has asked the Accountant to look at it again.
- The MLP Manager salary account does not reflect the amount approved for a transfer in Article 12 of the May 7th ATM Warrant.

Anne pointed out that sometime in the coming year we will have a 2nd shared backhaul cost. David said that when 5 years are up all 5 towns will be in sync regarding the lengths of their contracts.

Members expressed appreciation for Sheila's draft of 'hut sensor guidance' sent on June 13th. David said that it's not clear that we call WG&E for any of the situations listed. Bill said he will ask Tim Lively who should be contacted for HVAC. Sheila said that Bill can get Tim his key card for access to the hut.

David suggested that in the 'Who responds' column there be for each situation a list, say 1st, 2nd, 3rd, and 4th with our name 1st. Sheila said she's exploring the coverage of 'remote'.

Sheila said that Dave Loiko has told her that weeks ago he told Brian Sullivan that his punch list was done.

David said that he has contacted Northeast IT regarding the 2 WiFi networks at 18 Jacobs Road. Northeast IT says that they have nothing to do with them. At the 1:30 meeting we will ask WCF to deal with them and possibly disconnect the router.

Bill moved that the meeting be adjourned at 12:43. Anne seconded the motion. The motion passed by unanimous vote.

Respectfully submitted,

Ned Wolf

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