

Minutes of the Heath MLB Meeting
March 7, 2023 at 11
Virtual meeting

Present: David Gordon (chair protom), Art Schwenger, who joined the meeting at 11:33,
Anne Emmet, Bill Fontes, and Ned Wolf with MLP Manager Sheila Litchfield

David called the meeting to order at 11:05.

Members read the minutes of the February 28th 11 o'clock MLB meeting. Anne moved that the minutes be approved with corrections. Bill seconded the motion. The motion passed by unanimous vote. Members read the minutes of the February 28th 1:30 WG&E installs meeting. Bill moved that the minutes be approved with corrections. Anne seconded the motion. The motion passed by unanimous vote.

MLP Manager's Report

Sheila said that to maximize Heath's CAFII payments we need to build the network along the road to both 63 and 69 Shawnee because there is a structure at each address. While 67 does not have a structure at this time, a trailer could arrive there later this year.

Bill suggested how the build could be done. An MST with 3 or 4 ports could be mounted on the last pole which is the pole at 69. The distance from the last pole to 63 is 300'. The trailer at 63 and a possible future structure at 67 could each be reached by its own underground drop wire buried beside the road. The drop to the structure at 69 could be aerial.

The MLB agreed that we need to build along the road to 63, 67, and 69. The MLB is interested in whether WCF approves of Bill's suggestion. Sheila will ask Rich Carnall if the plan meets the CAF II requirements.

Sheila reported an invoice from Cebula:

March 1, 2023 to February 29, 2024 \$266 security software, and for monitoring only

Sheila said that Heath's Treasurer Kris Nartowicz provided a copy of Unibank's statement showing that the \$37,644.14, which was transferred, is now in an interest bearing account for Depreciation Reserve.

Sheila has checked with Jim Drawe about DocuSigns and the billing process. Jim says that Heath will continue to get DocuSigns for network expansions, installations, and network extensions. The installations and network extensions will get billed out to the customers and we will be reimbursed per Heath's drop policy.

The cash flow projection sheet includes \$25K for planned new installations. A network expansion might come out of the \$50K reserve operating account. Work done at the hub to add ports would be billed to Heath, not to WiredWest.

Sheila said that Asplundh was supposed to start work in Heath on March 7th. She has informed the police chief, the Selectboard, and the highway superintendent.

Sheila has sent the MLB a draft of the Annual Report for Heath Broadband in 2022. The report is due March 17th. MLB members offered comments and suggestions.

RRR Project

David said that the Northern Ring towns met the night of March 6th, but Colrain and Leyden were not there. There has been no response from Michael Baldino. We will know more after the Low Level Design meeting the afternoon of March 7th with John Leary.

Art said he would like us to send copies of both the letter to Carolyn Kirk and the reply from Michael Baldino to senator Paul Mark's aide in Savoy. David suggested sending in addition his follow-up email to Michael Baldino. This could be done after the March 7th WCF meeting. Art and David will work together on what to send.

David said that while it's important to be aware of the CCC grant's deadline, the safety issue is what should drive our efforts to get a timely reply from MBI.

Office Space at 18 Jacobs Road

Anne asked Sheila whether she would like help in getting broadband files into the 18 Jacobs Road office. Sheila expressed her appreciation for the offer. She said that Bill has also offered to help. She has been thinking of how to reorganize the files so that others can access information.

Bill suggested that the MLB could hold its March 21st meeting in 18 Jacobs Road office. He said that some of us could gather there the morning of March 13th to prepare for the 21st. David suggested that organizing in the office should follow the organization already begun on Google Drive.

Art moved that we adjourn at 12:25. Bill seconded the motion. The motion passed by unanimous vote.

Respectfully submitted,
Ned Wolf