

Minutes of the Heath MLB Meeting
September 19, 2023 at 11
Virtual meeting

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

Absent: Anne Emmet

Art called the meeting to order at 11:01.

Members read the minutes of the August 29th MLB meeting. Bill moved that the minutes be approved with the recommended edits. David seconded the motion. The motion passed with a unanimous vote.

MLP Manager's Report

Sheila said that a recent DocuSign she received included the cost for repairs needed after a Sandri van struck a utility pole on Burrington Road north of Art's house. That DocuSign has been rescinded and sent to Sheila. A bill for the repairs will be sent to Wired West.

In answer to the MLB's question about whether the needed replacement cable has been tested, WCF has replied that the 165' length of new cable was tested, and it's 100% operable.

WCF was charging Heath for 3 drops and 3 static IPs. It is now charging us for 2.

WCF says that the 3 CAF II extensions on Shawnee Drive are complete. Sheila has received a DocuSign for that work. The invoice for the 3 locations on Shawnee Drive that needed extensions is for \$4,496.18. It includes the Project Manager fee. Bill said that WCF has followed his recommendation to install a new MST.

WCF has asked how many new buildings there have been in Heath since 2020. The assessors have given Sheila 10 addresses, not all of them for new houses. She has sent the list to WCF. It will change the overall number of dwellings but not the amount of CAF II funds we receive.

Sheila has yet to receive WCF's answer as to how many ports are available for future installations.

David said that the CRM does not readily indicate the number of broadband subscribers. The number of bill payments to Wired West for broadband service is a more accurate reflection of the number of subscribers.

Sheila said that the MLB's question about what's different in the recent CAF II amendment has not yet received an answer from WCF.

There was one installation in the month of August. It was at 55 South Road for \$1200. Sheila has submitted the invoice for payment by the Town.

Members discussed the details of a DocuSign for \$7,196.52.

Action Taken *David moved that we direct the MLP Manager to pay the \$7,176.52 invoice to WCF contingent on resolving the ITG charge of January 7, 2023. Bill seconded the motion. The motion passed by unanimous vote.*

If the ITG charge is removed, Sheila will pay the rest. If there is no answer regarding the ITG charge, she will ask for a new DocuSign.

RRR Project

David said that the 5 towns have agreed to share MBI in Charlemont. The IGA has been created for that. It will be circulated for the MLP Managers' approval alphabetically through the towns just as the IGA for MBI in Leyden was. The 5 towns reached a consensus to have Charlemont hold the contract with MBI for the Charlemont connection. Switches may need to be reconfigured.

David said that user acceptance testing has not yet been done. Colrain has closed out the grant. WCF has been paid for its work, and \$61K has been returned to the state. We received 5 years of maintenance on the switches from the grant.

Action Taken *David moved that the MLP Manager sign the DocuSign for the IGA with WCF to share the MBI in Charlemont assuming the agreement is the same as the one for MBI in Leyden with the appropriate changes in the names of the towns. Bill seconded the motion. The motion passed by unanimous vote.*

The next Wired West Board meeting is at 6:30 pm on Wednesday, September 20th.

Sheila has not yet received a reply from the Accountant to comments and questions of the MLB as discussed in its meeting August 29th.

Sheila will send a draft of the letter from the chair of the MLB to the Select Board and the Finance Committee about the transfer of an additional \$30K to the town. There was a consensus to include the most recent priorities list.

Next MLB Meeting Dates: Oct. 17th
Nov. 14th
Dec. 19th

all at 11 am.

Sheila noted that we will need to meet with the Select Board for the signing of the CAF II amendment.

David said that the next meeting should be a time for us to go over the cash flow.

Members discussed what kinds of information we should communicate to subscribers. Battery backup and information about better routers were mentioned.

David moved that the meeting be adjourned at 12:32. Bill seconded the motion. The motion passed by unanimous vote.

Respectfully submitted,

Ned Wolf