

Minutes of the Meeting of the Heath MLP Advisory Committee

February 11, 2020

Sawyer Hall

Present: Sheila Litchfield, Margo Newton, and Ned Wolf

Absent: Jan Carr and Art Schwenger

Sheila called the meeting to order at 9:32 am. She noted that Art and Jan were in Westfield visiting Joe Parada and Tom Kolek of WG&E to review the TriWire PDU list. Members read the minutes of the February 4th meeting. Sheila made a motion seconded by Margo to approve the minutes with emendations. The motion passed unanimously.

Turning to the mail, Sheila said we have now received 3 reimbursement checks from Verizon:

<u>Check No.</u>	<u>Amount</u>
123102450	\$1,876.70
1231024484	39,359.55
1231024558	<u>9,664.97</u>
Total	50,901.22

During True-Up we will have to pay the state back for the Verizon reimbursements received by the Town. We need to track this revenue and inform Bill Ennen.

Members reviewed the Bill Schedule dated 2/7/20:

T. Danek	7,795
B. Bourke	1,120
"	2,730
WHIP City	18,499.15
" "	1,248.
" "	7,239.07
" "	<u>231.97</u>
	38,863.19

Sheila noted the \$7,239.07 and \$231.97 (total of \$7471.04) should not have been paid and they were previously paid; MLPAC did not ask for those invoices to be paid; WG&E has sent a corrected invoice. Sheila will follow-up to ensure credit due the Town is properly recorded.

Invoice to approve: bill from Berkshire Crane:

2,900. original estimate

1,215. Overtime (due to delay in hut arrival)

4,115

Ned made a motion seconded by Margo to approve the bill from Berkshire Crane. Vote carried unanimously.

Members drafted a list of coming events and tasks to keep on schedule:

- In February or early March meet with Jim Drawe, Executive Director of WiredWest
- Signing of Charlemont Edge Case Agreement by Heath BOS at BOS meeting February 25
- Before April choose WiredWest or Westfield Gas and Electric (WG&E) to be Heath's Network Operator (NO) knowing that in either case WG&E will be Heath's Internet Service Provider (ISP)
- In March finalize our drop policy
- STM in March to transfer funds from general stabilization into a new broadband stabilization fund
- Construction in April as estimated by Joe Parda
- Marketing in April and May
- August 1 the first FSA goes online as estimated by Joe Parda

The committee discussed the Heath-Charlemont IGA for the 3 houses at the end of Bassett Road (Heath Center Rd.) in Charlemont. We will check with WG&E as to whether any upgrade to Heath's fibers is needed to service the 3 houses. More clarity is needed regarding responsibility for pole leases. A question remains about the process state aid for drops to those Charlemont homes will be able to assist the residents subscribe. The IGA assumes that aid will be available for the 3 houses, but how do we know whether Charlemont has reached its 70% threshold for state aid for drops? Plan to discuss with B. Ennen.

Sheila said she's received a DocuSign and has sent WG&E a question about the cost of Hut Site and Field Split because the cost is higher than the initial estimate. Margo and Ned approved Sheila's signing the DocuSign pending a reasonable reply to the email she has sent to Chris LaVertu with Rich Carnal cc'd.

The meeting adjourned at 12:45 pm.

Respectfully submitted,

Ned Wolf