

Minutes of the Heath MLPAC Conference Call

July 28, 2020

Present: Art Schwenger, Sheila Litchfield, Jan Carr, Margo Newton, and Ned Wolf

Art called the meeting to order at 9:34 am. Members read the minutes of the July 10, 2 o'clock meeting by conference call of the MLPAC and WG&E. Sheila made a motion seconded by Jan to accept the minutes with emendations. The motion passed with 4 ayes and 1 abstain. Members read the minutes of the July 10, 3:30 meeting. Sheila made a motion seconded by Ned to approve the minutes with emendations. The motion passed with 4 ayes and 1 abstain.

Members read the minutes of the July 17 MLPAC meeting. Sheila made a motion seconded by Jan to approve the minutes with emendations. The motion passed unanimously.

Among the documents sent in a DocuSign for Out-of-Scope Work that includes \$2,145.58 for WiFi at 18 Jacobs Rd.. It covers the antenna, cabling, and 4.2% for operational overhead. We will ask WG&E to remove this and send it as a separate invoice to the Town so that it can be submitted with other invoices covered by the Covid emergency funds.

Sheila will send Rich an email to ask whether the Preliminary Billing-Out-of-Scope-Work includes the surveying of the 3 properties that did not appear on the PDU list. She asked whether all of the \$135,000 is for out-of-scope work. Does it include the hut active and passive which we were told had been paid? Sheila will tell Hilma that the DocuSign is not yet ready for signing.

Sheila reported on an email from Rich that provides estimates of aerial drop costs for 2 of the 3 properties that do not appear on the PDU list:

13 pole sets for 37 Sherman Drive, total \$36,000

10 pole sets for 24 Vincent Drive, total \$27,000

In her email reply she will say that we had anticipated underground drops installed by property owners for these locations.

Sheila reported the following invoice:

National Grid \$80.08 electric power for hut June 4 – July 7.

The payment is due on August 31. Sheila made a motion seconded by Margo to approve the invoice. The motion passed unanimously.

Sheila said that on July 27 a reimbursement check for \$880 was received from Verizon. She has sent WG&E an email asking whether the remaining Verizon pole application invoicing/reimbursement is complete now. Hilma forwarded the check to Kris with the instructions to refund the state broadband account.

The schedule of upcoming meetings is as follows:

July 31	2:00	MLPAC with WG&E
August 4	11:00	MLPAC
	1:00	MLPAC with Bill Ennen
August 11	9:30	MLPAC
August 14	2:00	MLPAC with WG&E
August 18	9:30	MLPAC
August 19	7:00	Wired West Board meeting
August 25	9:30	MLPAC
August 28	2:00	MLPAC with WG&E

Sheila will ask this Friday in the call with WG&E if a resident loses power, will an OOMA phone still work to make a 9-1-1n call?

Art said that on Friday he will ask WG&E about the marketing schedule.

Sheila reported having received an email from the Town Accountant David Fierro stating that he has transferred \$200,000 from general stabilization to a new account, the Broadband Drop Construction Account 03-5-192-008.

Sheila is researching how other towns have organized their broadband accounts during the operation of their networks.

Turning to the August 1 ATM, the MLPAC submitted an article to recommend that there be an elected MLB. If there are questions about the Article 3 lines for \$425 for Heath Telecom expense and \$1000 for the Wired West Annual Assessment, we can say that the MLPAC hopes that these costs will eventually be covered by the revenues. The salary line on the Warrant for the MLP Manager is \$13,000 because the Select Board supported raising the grade level of the job to grade 12 at \$25 per hour for 10 hours per week. The Finance Committee has voted that the salary be pro-rated for 10 months.

The discussion shifted to the role of the MLP Manager. In other towns that person is authorized to sign contracts. Right now it's the Select Board in Heath that signs contracts. In the hiring process for the MLP Manager the MLB would recommend to the Select Board that a certain candidate be hired. There was a consensus on the importance of knowing the assorted responsibilities of the MLP Manager. Sheila agreed to compile in one document the various responses Art received in his reach-out to other towns on this question.

Art relayed advice offered by Dave Dvore, Rowe's MLP Manager:

- Use Wired West pricing when advertising our Network.
- Be sure that any construction bill goes to WG&E and any operation bill goes to Wired West.
- Review things before they go on the website.

Art will ask WG&E for clarity Friday as to how many ride-outs there are. He also wants clarity about the power backup when needed and its relation to medical issues. Sheila spoke of having shared a conference call with Dave Dvore and various companies that provide medic-alert systems. An individual can for a couple hundred dollars have a UPS (uninterrupted power supply backup to power the router during loss of power. Most companies will upgrade a medical alert device to a digital compatible system. She will ask whether WG&E has information to give to subscribers who have a medical alert system to ensure their medical alert continues to function when they switch to the digital system. A question for Friday is, "If you have no power but still have internet, can you make a 911 call?"

At 11:55 Margo made a motion seconded by Jan to adjourn. The motion passed with 4 ayes.

Respectfully submitted,

Ned Wolf