

Minutes of the Heath MLPAC Meeting
October 26, 2020 at 9:30 am

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

Art called the meeting to order at 9:34 am. Sheila said that she has been offered the position of MLP Manager. She has talked about a transition with Robyn who is under the impression that the MLPAC ends with there being an MLP Manager. Art said that there is more work than one person can do. The committee members expressed interest in a recommendation to keep the MLPAC in service until an MLB is elected in May 2021. Jan recalled that the MLP Manager's job description includes that the MLP Manager meets with the MLPAC.

In searching for the MLP Manager job description members found 2 versions. The first, sent by Sheila on June 2, has no grade level but does have 'desired minimum qualifications' and 'special requirements'. The second version was relayed by Sheila from Hilma on September 22 as the version approved by the BOS/MLB. It has grade level 12 but has no 'desired minimum qualifications'. For 'special requirements' it has simply "must be bondable". Committee members questioned the need for bonding because the MLP Manager does not handle money. In both versions the duties of the MLP Manager are related to operations and are not being done by the committee which is concerned with the construction.

The committee made a list of what we're doing during construction:

- Marketing: fielding contacts from residents, placing yard signs, articles in paper, drop policy, handling customer relations
- Budget: reviewing invoices, handling cash flow and determining when to borrow
- Maintain broadband page on town website
- Ned's continued editing of Heath Broadband presence on Wired West and Whip City Fiber websites
- Keep track of the broadband g-mail account
- Connect with the Wired West Board of Directors
- Keep in touch with edge cases
- Match up structures with correct addresses
- Keep after friends to sign up
- Make use of Margo's research involving Mohawk Estates
- Talking with Ken about updating the 911 list
- Different scenarios in deciding on the drop credit
- Monthly meeting with John Leary of WG&E and representatives from towns up and running
- Monthly meetings with Bill Ennen; quarterly reports to Bill

- Monthly meetings with Wired West Board
- Meetings with WG&E and TriWire every other week

Ned moved to recommend that the Municipal Light Plant Advisory Committee (MLPAC) continue until the elected Municipal Light Board (MLB) is in place and that there be monthly meetings of the MLB with the possibility of additional meetings. Margo seconded the motion. The motion passed unanimously.

The committee looked ahead to the October 27th MLB meeting at 8 pm. Art will report on the motions approved above. He will present a list of what the MLPAC does. Committee members spoke of being prepared to say that they are OK with not being paid for their MLPAC work while the Municipal Light Plant Manager receives pay.

Art said he will tell the MLB that we recommend a merge of the June 2nd and September 22nd versions of the job description of the MLP Manager and a removal of the bonding requirement.

Sheila moved that the MLPAC adjourn at 11:31 am. Margo seconded the motion. The motion passed unanimously.

Respectfully submitted,

Ned Wolf

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