

Minutes of the Heath MLPAC Meeting
October 27, 2020 at 11 am

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

Art called the meeting to order at 11:12 am.

Members read the minutes of the October 6th meeting. Sheila moved that the minutes be approved with emendations. Jan seconded the motion. The motion was approved unanimously. Members read the minutes of the October 13th meeting at 11 am. Jan moved to approve the minutes with emendations. Ned seconded the motion. The motion was approved unanimously. Members read the minutes of the October 13th meeting at 1 pm with Bill Ennen. Sheila moved to approve the minutes with emendations. Jan seconded the motion. The motion was approved unanimously.

The committee discussed whether to approve the invoices for police details that occurred before the October 26th meeting with Art, Police Chief, Robyn, Hilma, and Jordan from TriWire to agree on a process for handling police detail invoices. Sheila moved to approve \$3,600 in police detail invoices received prior to October 26th and that we request the Select Board to ask the Police Chief to include additional information in future police detail invoices equivalent to the level of detail provided in invoices from the Franklin County Sheriff's Office including date of the detail, road, officer name, start and end time, total hours, and that future invoices related to broadband should be forwarded to the Heath Municipal Light Plant Manager for review and approval. Ned seconded the motion. The motion passed unanimously.

Sheila said that she has the cover letter to accompany the application for True-up state aid associated with make-ready overages. Sheila and Robyn are to sign the letter. Sheila hopes that Robyn can sign during the October 27th MLB meeting.

Sheila said that she has received Bob Bourke's quarterly report and has sent it to Hilma to be sent to Bill Ennen with the account information that Hilma typically gathers. Sheila also received from Bob the following invoice:

Oct. 26	\$700.	Bob Bourke's work May – Oct. at \$35/hr
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Ned moved to approve the invoice. Sheila seconded the motion. The motion was approved unanimously. Finally, Sheila received from Bob a copy of his letter to the Select Board resigning from the position of Broadband Liaison now that make ready is complete.

Art asked whether the responsibility that Bob had shifts to him. That could include certain responsibilities for the hut in Heath Center and the field split at Mohawk Estates. Sheila said the responsibility would be shared by the MLP Manager and the MLPAC. She said she will accept the position of MLP Manager provided that the Select Board agrees to keep the MLPAC until an MLB is elected.

Art will email Bob Bourke with questions about the hut when the temperature drops below freezing.

Members looked over the handout that Laura Dorman sent to members during our meeting Oct. 20th at 2 pm.

Jan will ask Hilma to send out a robocall about rolling details during the stretching of strand and/or cable. Jan will also send Hilma the second MLP Manager's job description.

Jan said that she has been cross checking the CRM with the email list.

Sheila moved to adjourn the meeting at 1:05 pm. Jan seconded the motion. The motion was approved unanimously.

Respectfully submitted,

Ned Wolf