

Shutesbury Broadband Committee (joint meeting with the Select Board)		
9.1.2016	6:30-8:30	Shutesbury Town Hall
Facilitator	Gayle Huntress	
Minute Keeper	Asha Strazzero-Wild	
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input checked="" type="checkbox"/> Asha Strazzero-Wild <input checked="" type="checkbox"/> Craig Martin <input checked="" type="checkbox"/> Frank Citino <input checked="" type="checkbox"/> Steve Schmidt (dialed in) <input checked="" type="checkbox"/> Ayers Hall <input type="checkbox"/> Graeme Sephton (absent) <input checked="" type="checkbox"/> Eric Stocker	
Guest Attendees	Becky Torres (Town Admin), Mike Vinskey, Melissa Makepeace-O'Neil, Michael DeChiara (Select Board), John Furey (MBI), Kathy Regine (New Salem)	
Approve Minutes from 8/11/2016 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable (done at end of meeting)		
Notes		
Discussion Notes	<p><b><u>Update from MBI/John Furey and Discussion on Pole Attachment Applications</u></b></p> <ul style="list-style-type: none"> <li>• John tasked with interfacing with Shutesbury, New Salem, Wendell etc to support towns through the readiness process- mostly informational, technology, geographical, etc.</li> <li>• Put out an RFP for the pole survey; just finalized the contract with Osmos with the first group of towns: Ashfield, Egremont, New Salem, Wendell, Shutesbury and Rowe (6 towns)</li> <li>• Kick off with Osmose next week- Ashfield and Egremont will start and Shutesbury will get moving next as we finalize final pieces (<a href="http://www.osmose.com/">http://www.osmose.com/</a>) <ul style="list-style-type: none"> <li>○ Also the preferred vendor for National Grid who own the majority of our poles</li> </ul> </li> <li>• Need to redo the design and engineering RFP to account for the focus towns (no longer 44- WiredWest)- hope to have the RFP out Sept 14<sup>th</sup></li> <li>• John doing design work (preliminary routes- aka hut locations etc.) on the first 6 towns; already done some preliminary design work- make sure that we aren't permitting homes we don't need so we don't waste money. Will be driving around towns to check out the roads.</li> <li>• Need agreements with all three utility companies: National Grid, WEMCO/Eversource, Verizon</li> <li>• John thinks most towns are running the process through the MLP <ul style="list-style-type: none"> <li>○ See pole attachment and application <ul style="list-style-type: none"> <li>▪ WEMCO send us the electronic version</li> <li>▪ Verizon sent it hard copy</li> <li>▪ National Grid still prepping- they invoiced MBI and will send it</li> </ul> </li> <li>○ Next steps: wait until we get the final one from NG and then run it by the legal counsel and walk through it with legal (consider partnering up with Ashfield/Rowe (same lawyer)- and perhaps more towns even want to confirm- New Salem/Wendell have the same counsel)- flag from John that they probably won't adjust anything</li> </ul> </li> <li>• Review of documents- review attachment agreement and tag edits (add in date, change signature to MLP), letter for Peter Larkin for pole prep fees (MBI will cover the costs for us)</li> <li>• John will share the payment timetable with Shutesbury and then Asha/Gayle will speak with Gabe/ Town Treasurer. First shared payment not until March 2017.</li> <li>• Note: Surety bond (proves you can pay your annual pole rental fee and other costs) – will be about \$6750 annually (3K for National Grid, \$3K for Eversource, \$750—by # of jointly owned poles)</li> <li>• Gabe has one more letter to sign (#11) to finalize the Green Light- we've already been verbally approved- should be done next week</li> <li>• Review the MOA for Pole Survey Work- a basic commitment of understanding of what we are looking to do—just to get us going on the pole survey work. Note suggested edits that we want to send back to MBI.</li> </ul> <p>FYI: MBI will host a GPON Technology meeting on 9/14 in Tolland</p>	

**Vote to Amend the Warrant Article- update to the SB on last meeting**

- Rick Manly/Bond Counsel has said we are not required to do a revote
- We want to share how things have changed and why- the plan is NOT the same anymore
- We don't think this puts our Broadband plan at risk
- Rick says we can "vote to amend" and don't have to go through a full override vote
- Discussion- do we give a number such as "won't be more than X amount"?
  - Moving target
  - People can over attach to a number
  - Say "number comparable to Leverett" and share a frame for what Leverett is doing
- Gabe/town treasurer wants to flag that we may not want to do an amendment and "messing" with the current bond council- it's a big deal to get it and Rick is the most prominent bond person the state.

The original warrant article:

2015 original article

To one of the Constables of the Town of Shutesbury in the County of Franklin, Greetings:  
 In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitant of said town, qualified to vote in elections and town affairs, to meet at **9:00** a.m. on Saturday the **second** day of the Shutesbury Elementary School at 23 West Pelham Road in said Shutesbury, in the year Two Thousand and then and there to act on the following articles:

**ORIGINAL ARTICLE**

**Article 1.** To see if the Town will vote to appropriate a sum of money not to exceed \$1,693,200.00 for the Town's share of the costs of the construction, installation and start-up of a **regional** broadband network, including the payment of all costs incidental or related thereto, such project to be carried out by the Town's Municipal Light Plant **acting as a member of a cooperative of such Plants formed under Chapter 164, Section 47C of the General Laws** to determine whether this appropriation shall be raised by borrowing contingent on a debt excluded override or otherwise; or to take any other action relative thereto. **(Sponsor: Selectboard and Broadband Committee) Ca Planning and Finance Committee Recommends**

**AMMENDED ARTICLE**

To see if the Town will vote to appropriate a sum of money not to exceed \$1,693,200.00 for the Town's share of the costs of the construction, installation and start-up of a **regional** high-speed broadband network, including the payment of all costs incidental or related thereto, such project to be carried out by the Town's Municipal Light Plant **which may act as a member of a cooperative of such Plants formed under Chapter 164, Section 47C of the General Laws**; to determine whether this appropriation shall be raised by borrowing contingent on debt excluded override or otherwise; or to take any other action relative thereto.

ACTION: Will discuss in our next meeting

Vote to accept \$500 donation from The Advisory Board Company- pass unanimously.

Action Items	Person Responsible	Deadline
Check in with Donna from our legal team to help decide who should be signing docs (EG MLP is exempt from some things that the Select Board is not) and define what the MLP is going to cover.	Asha	ASAP
Follow up with Donna/Shutesbury + Ashfield lawyer to see if she already reviewed the docs	Becky	ASAP
Ask WEMCO about missing appendices- references	John Furey	ASAP
Gayle to edit letter for MLP/Select Board signatures and send to Becky to get the group to sign next week (mtg on 9/6—Becky has posted the meeting)	Gayle	ASAP
Asha/Gayle schedule time to discuss timetable for payment with Gabe/ Town Treasurer	Asha/Gayle	ASAP
John will look into fronting the money for the attachment agreement to pole companies	John	ASAP
Becky will get the Insurance binder proving Commercial General Liability and Commercial Automobile Liability and Workers Comp to send to each company	Becky	ASAP
Asha and Gayle will edit the MOA- want to take out c and d- send to John with mark up	Asha/Gayle	ASAP

MEETING WRAP UP		
Set Next Meeting		
9.1.2016	6:00-8:30	Shutesbury Town Hall
Next Broadband meeting: TBD- stay tuned for an email from Asha/Gayle		