

**Shutesbury Broadband Committee**

6.23.2016 6:30-8:30 Shutesbury Town Hall

Facilitator Gayle Huntress

Minute Keeper Asha Strazzero-Wild

Committee Attendees  
 Gayle Huntress       Asha Strazzero-Wild       Craig Martin  
 Frank Citino       Steve Schmidt       Ayers Hall  
 Graeme Sephton       Eric Stocker

Guest Attendees  
 Becky Torres (Town Admin)

Approve Minutes from 6/16/2016     Yes     NO     Not Applicable

4 approved, 1 abstained (Steve was on vacation for last week's meeting)

**Notes**

Discussion Notes

**Town Readiness Profile Update**

- Asha working with John Furey and MBI Team to complete our Readiness packet
- Section 3.4 Bond Authorization Letter is the only outstanding item.
- John Furey from MBI: "I did get word yesterday from DLS that your town is approved through their office only pending the letter. Great news!"

**Pole Applications and Service Delineations**

- Need to generate a separate budget
- Note: Western Mass Electric (WEMCO) is the same as Eversource

**Unanticipated Items Discussion**

- Wendell invited us to another cluster meeting- invited to a meeting in July
  - Gayle will let Dan know we are too busy to attend their meetings right now
- Focus: Build then Operations
- Next Wed on the agenda to give the **Select Board an update 6/29 @ 7:15 pm (starts at 6:30)**

Outstanding Questions:

- How long after the pole surveys are complete does it take to complete a design?
- If we were to do a revote, when does Shutesbury need to complete this in order to avoid project delays?
- Is there any more information from Gov Counsel re: warrant language and need for revote?
- When we present at Town Meeting, we would want an upper cost to share; when could we have this and what is it?

Action Items	Person Responsible	Deadline
Gayle to follow up with John Furey/MBI to get information on costs for pole applications	Gayle	ASAP
Asha to work with Gabe (Town Treasurer) and John (MBI) to finalize Readiness Profile - outstanding Bond Authorization Letter	Asha	ASAP
Gayle to send document of Broadband Summary to date- send comments back directly to Gayle and she'll aggregate for the Select Board	Gayle	ASAP
Asha to send Gayle draft of the annual report	Asha	Early next week
Gayle to post the meeting for us on Wed so we can cover anything prior to Select Board meeting	Gayle	EOW

**MEETING WRAP UP**

**Set Next Meeting**

6.23.2016 6:00-8:30 Shutesbury Town Hall

Next Broadband meeting: **Select Board an update 6/29 @ 7:15 pm (starts at 6:30)**