

Shutesbury Broadband Committee			
6.9.2016		6:00-8:00	Shutesbury Town Hall
Facilitator	Gayle Huntress		
Minute Keeper	Asha Strazzero-Wild		
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input type="checkbox"/> Frank Citino <input checked="" type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Asha Strazzero-Wild <input type="checkbox"/> Steve Schmidt <input checked="" type="checkbox"/> Eric Stocker	<input checked="" type="checkbox"/> Craig Martin <input checked="" type="checkbox"/> Ayers Hall
Guest Attendees	Chris Lynch (Matrix), Becky Torres (Town Admin)		
Approve Minutes from 6/2/2016 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable			
Unanimous Approval			
Notes			
Discussion Notes	<p><b>Review MBI Meeting</b>  <u>Readiness Profile Progress</u></p> <ul style="list-style-type: none"> <li>Asha/Gayle met with MBI today to review progress on readiness profile; need to work on financials next week with Town Treasurer</li> <li>On track from Shutesbury; waiting to hear back from MBI on the MOU and will get intro after the financial stuff is completed to DLS</li> <li>Deadline from MBI is 6/30</li> <li>Asha/Gayle propose an aggressive deadline of 6/17</li> </ul> <p><u>Pole Survey Data Update</u></p> <ul style="list-style-type: none"> <li>Gayle met with John/MBI yesterday and he wants to use our Pole Data and is working with Gayle to go through the data</li> <li>Gayle will meet with John to review data again next week and discuss next steps for completing the pole data</li> <li>Discussion about over-writing data...need to figure out best way to do this. Good news is that the app does include distance of house from the road.</li> <li>Questions to consider:             <ul style="list-style-type: none"> <li>Need to look in to who will pay for application mistakes- fees go in with MBI and MBI needs to be ready to cut that check; confirm details of accountability here</li> </ul> </li> <li>Deadline is August 1<sup>st</sup></li> <li>Asha/Gayle propose an aggressive deadline of mid-July</li> </ul> <p>Graeme to look at legal council advice for fiber work</p> <p>Note:</p> <ul style="list-style-type: none"> <li>MBI doesn't have a 2017 budget yet</li> </ul>		
Discussion Notes	<p><b>Review and Discuss Graeme's RFP for MBI</b>            MBI wants to use Graeme's doc as a basis for work            Group edit of Graeme's fiber network design services RFP</p>		
Action Items		Person Responsible	Deadline
Graeme to look at legal council advice for fiber work		Graeme	

MEETING WRAP UP			
Set Next Meeting			
6.9.2016		6:00-8:30	Shutesbury Town Hall
	Next meeting		