

MLP Board/Broadband Committee Minutes

MLP Board/BB Committee		
7.24.2017	6:30	Town Hall
Facilitator	Gayle Huntress	
Minute Keeper	Asha Strazzero-Wild	
Committee Attendees	<input checked="" type="checkbox"/> Gayle Huntress <input checked="" type="checkbox"/> Frank Cintino <input checked="" type="checkbox"/> Graeme Sephton	<input checked="" type="checkbox"/> Asha Strazzero-Wild <input checked="" type="checkbox"/> Steve Schmidt <input type="checkbox"/> Ayers Hall <input checked="" type="checkbox"/> Craig Martin <input type="checkbox"/> Eric Stocker <input checked="" type="checkbox"/> Kent Whitney
Guest Attendees	Becky Torres (Town Admin)	
Approve Minutes from 7/17/2017 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable		
Updates		
Discussion Notes		
<p>Pole Applications and Licenses</p> <ul style="list-style-type: none"> • Pole apps in for all three utilities; checks to Verizon- way to go, Gayle! • Gayle to send invoices to Gabe from National Grid- Gabe had to redo them last week and they are finally all set. • Still working on Eversource • Need to figure out if we want to change pole applications to Town of Shutesbury/ MLP like Leverett. <ul style="list-style-type: none"> ◦ Need to make sure that we have consistency for all things and – Unclear if we have to pay a second time to issue in another name- Town versus MLP. ◦ Donna is also the insurance person for Leverett so will ask her for more information as well. ◦ Around \$6750 for Surety Bond; this will make sure that we can take fiber off poles and the utilities can get that money from the town in the case of abandonment. Unlikely, but we still have to carry it. <p>Steve Kulik's office got a follow up from Pelham people who want to get wired under the Shutesbury build out. They want to sign an agreement to pay full price and get served. Committee agrees in principle but need to develop a tight and clear contract. Those residents would have to cover extra costs; extra poles to license, rental, bonding, etc. They should pay for cost to drop the line and also the cost for taxes for 20 years. For example, fixed/ up front costs:</p> <ul style="list-style-type: none"> • Build: Design, construction, make ready • Admin fee/ Management • Ongoing <p>Consider:</p> <ul style="list-style-type: none"> • Are we willing to extend the same agreements to other towns? • Who should be submitting the pole license? <p>Graeme to do a ballpark estimate for these folks- will be a "not to exceed" price. Ballpark and breakdown coming soon but thinking it will be around \$6K.</p> <p>WG+E Agreement- Updates from Steve</p> <ul style="list-style-type: none"> • David in Rowe was ready to launch process with WG+E but they wanted to put off until Sept; moved back sooner again. Think this might be about the design firm they are working with. • Line items are different than what we looked at before; similar figures but the line items aren't the same. They are reworking this as they go along. Hired guy from HG&E- but looks like they have a number they are shooting for and adjusting line items. • Used 60% take rate; that's what they are using for the construction cost- should be using 100% to make sure we have a not to exceed figure. • Holding pattern on contract and information from Donna MacNicol, legal counsel for Leverett • Agree to send it off pending Gayle and Steve's approval <p>RFI Group Edit</p> <ul style="list-style-type: none"> • Extensive group edit based on new doc from Asha/Kent. • For the RFI we voted to approve and give to Becky pending the fiber miles number. 		
Action Items	Person Responsible	Deadline
Gayle to send Gabe invoices for National Grid checks via Becky	Gayle	ASAP

MEETING WRAP UP		
Set Next Meeting		
7.24.2017	[Meeting Time]	[Meeting Location]
Next mtg	July 24th next mtg	
Adjourn at 8:55		