

Shutesbury Broadband Committee		
1.29.2018	6:00 PM EST	Shutesbury Town Hall
Facilitator	Gayle Huntress	
Minute Keeper	Asha Strazzero-Wild	
Committee Attendees	<input checked="" type="checkbox"/> <b>Gayle Huntress</b> <input checked="" type="checkbox"/> <b>Asha Strazzero-Wild</b> <input checked="" type="checkbox"/> <b>Craig Martin</b> <input checked="" type="checkbox"/> <b>Frank Cintino</b> <input checked="" type="checkbox"/> <b>Steve Schmidt</b> <input type="checkbox"/> Ayers Hall <input checked="" type="checkbox"/> <b>Graeme Sephton</b> <input checked="" type="checkbox"/> <b>Eric Stocker</b> <input type="checkbox"/> Kent Whitney	
Guest Attendees	Jim Hemingway (Community Member)	
Approve Minutes from January 11, 2018 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable		
Discussion Notes		
<p>Approved minutes from 1/11</p> <p>United Concrete Update</p> <ul style="list-style-type: none"> <li>• Eric talked to United Concrete (concrete guy) on Friday-</li> <li>• No numbers in terms of cost</li> <li>• Size 9x15</li> <li>• Hut come completely ready to go- all preconfigured with racks etc</li> <li>• \$50K + installation (~\$10K)</li> <li>• Next steps: Talk to Westfield</li> <li>• Flag: pipeline issue; want to get order in asap</li> </ul> <p>Payments</p> <ul style="list-style-type: none"> <li>• Gabe asked for a draw down schedule; Steve working on this</li> <li>• Don't have a schedule yet from WG&amp;E for design and building</li> <li>• Still no information on make ready timeline from National Grid</li> <li>• No per pole estimated on the grid back from Nat Grid (there is from Verizon)</li> <li>• Pole apps are rolling in and we have to pay them in 30 days; cannot hold on to the bills to compare</li> </ul> <p>Pole Updates</p> <ul style="list-style-type: none"> <li>• Pole hearing: Making progress on this; abutter is WEMCO- problem is the big overhead line that belongs to them. Cowls owns some land behind it but that's it.</li> <li>• Edge issue with New Salem: when we put in our pole app we didn't know what the edge would look like so we took the four that overlap them; Gayle talked to New Salem about putting in the app but we'll pay for it- 3 of the 4 poles are red and we don't know the cost to fix them—we will have to wait to see what the cost is from New Salem; will be on a separate app. Will need to see what the state of the poles are because it may be cheaper to put in new poles (~\$2-3K per pole)</li> </ul> <p>Budget request review – Steve's document of MLP start up costs (one time request for cash)</p> <ul style="list-style-type: none"> <li>• Pole rental and bond: If you have a license you will be billed- assume that we'll need to make a payment in FY19</li> <li>• Insurance fee: one of the two biggest costs</li> <li>• POP Electricity - May be able to take off <ul style="list-style-type: none"> <li>○ QUESTION FOR SELECT BOARD: Would you be willing to roll this into town costs (meter) since meter could be here at town hall?</li> </ul> </li> <li>• Backhaul - could probably cut down cost in half</li> <li>• Outreach and sign up – cost for any town mailing</li> <li>• Maintenance – included in case there is a storm etc.</li> <li>• Jim suggests adding some contingency funding because it's easy to push cash back into free cash rather than ask for more-- \$250K ask for free cash for make ready (10% of whole cost)</li> </ul>		

Action Items	Person	Deadline
Reach out to Otis to see how they dealt with pole disputes (or did they do any)	Gayle	This week
Graeme to loop Steve in on email chain to the president of National Grid	Graeme	This week
Need to get 20 signatures to get MLP positions on the ballot; out on Feb 2 – need back by March. Discuss next meeting.	Gayle	This week

MEETING WRAP UP		
Set Next Meeting		
1.29.2018	2/8/18	Town Hall
Agenda Items	Next meeting is 2/8 with Fin Comm Come 1 hour early for the Broadband meeting (we meet at 6 pm)	
Adjourn at 7:35		