



SHUTESBURY PUBLIC MEETING NOTICE

Posted in accordance with the provisions of MGL 30A §§18-25

Shutesbury Broadband Committee/MLP Board

Meeting

Thursday, April 26, 2018

6:00 PM to 8:00 PM

Shutesbury Town Hall

AGENDA

1. Take Attendance

a. (Craig Margin, Jim Hemmingway, Gayle Huntress, Eric Stocker, Frank Citino, Kent Whitney, Ayers Hall)

2. Approve minutes from 4/3/2018 and 4/12/2018.

a. **Approved.**

3. MLP/Broadband Structure – all good to have us all on Broadband for another year?

a. **Approved. Gayle will notify Selectboard following town meeting election.**

4. Updates from Westfield:

Total mileage: overhead 44.78. Underground 1.48 (Think this is too high, will check the design. They are including existing conduit in this too, we think)

a. **Hut bids to come back by May 15th**

b. **Need to buy a \$22,000 generator. Hut needs 30kW of power, our town hall generator is only 20kw (banked on 5kw extra for hut, but not enough) Jim will check with Leverett to make sure bigger generator is needed according to electrical needs of hut. Hut needs full HVAC in addition to electronics so this may be correct.**

5. Group Work – Detailed Design Review

Need a key or legend to interpret the design (or Graeme's help). Gayle will ask WGE for a design tutorial.

LOOK FOR: Are all our roads served?

Are any roads served that shouldn't be?

Do all properties have service run to them?

Any properties have service that shouldn't?

Grame - check town lines...correct spare fiber at each?

Gayle - special issues: extension, additional pole, unusual roads

Craig will post design in shared location.

Discussed the per-premise cost. Voted unanimously to pay extra \$1500 to have this professionally. It will take 4-6 weeks but save us a lot of hassle and be more accurate than us doing it ourselves. Leave it to the professionals!

6. **Discuss and work on RFP for operations - what do we put into the RFP for the design? Anything else we need for it?**
 - a. **Ready to go, just needs dates input for a May 25 release date. Becky needs it all after Town Meeting - can't get it out before then. Gayle will insert dates and links to design.**
7. **Set next meeting date TBA**
8. **Adjourn**