



INCORPORATED 1765

01339

Office of the Select Board – Town Hall.

Joint Meeting w/ Select Board, Fin Com, and Broadband Committees, Guest: MBI.

Meeting called to order at 7:03pm 10/15/15

Attendees: Select Board – Beth Bandy, Sarah Reynolds; Fin Com – Toby Gould; Broadband – Cheryl Handsaker, Mary Ellen Banks, Robert Malone, Trevor Mackie; Wired West – Jim Drawe, Holleran Greenburger; Crocker – Bill Stathis; MBI -- Christine Hatch, Eric Nakajima

Asking if Broadband Committee wants to lead discussion?

Asks Eric from MBI if he as anything? Yes, this is the 30th town Eric's visited. In general, been trying to introduce selves, where we're at, what we're up to in next year.

- 1) Very excited during the calendar year, Gov Baker reaffirmed the commitment to the last mile. Put in a portion of the \$50M in the capital budget. Shows the state's commitment. The towns abilities to mobilize and create the support for the network. Shows the partnership.
- 2) Getting team organized at MBI, bringing on staff for design, engineering, and project management, and also to get consulting assistance for procurement to finalize the design. Doing poll survey work and data gathering, help preparing license applications, reviewing submissions.
- 3) 80% done w/ RFP
- 4) End of year will have design and engineering to come work w towns to finish design.
- 5) Work needs to be around project cost allocation methodology, determine how we'll be able to allocate costs based on all the towns involve in Wired West, that will be able to be transparent, and to ensure no incidental mixing for those towns working w Wired West or towns going alone.
- 6) On the Town side, there's work to be done around muni borrowing, and how the town would go about financing.
- 7) Organizing team, interested in launching poll surveys, make ready work this year.
- 8) Transparent about project accounting.
- 9) Depending on the arrangement of the town, either a contract with Wired West and Wired West has an arrangement w/ town, contract with the town.
- 10) Continuing to offer technical assistance.

Beth - How is work MBI is doing interfacing w Wired West and the FRCOG?

- 1) Meet regularly w both, identify things people are working on, can they dove-tail when relevant? Hold 2 roles, 1) custodian of the funds, therefore admin of funds and reporting back, accounting and contracting, also w/in that 2) taking on the project manager role of the build out. Taking on project wide obligations. Wired West is talking about the towns, therefore we view the relationship between Wired West and the talking to other towns the same. In re FRCOG – they've partnered w/ them to try to ensure how borrowing is related to existing capital plans, borrowing, levy limit, analogous to what a financial advisor would offer the Town to do state house notes, etc. Taking on project management of the build of the town. We've offered technical assistance on things like muni finance. Bottom line: the Towns are ultimately responsible for operating the network, We have the fiduciary role towards the state, the design and construction of the project, and an interest in seeing the sustainability of the network, organized and well run when looking out 10 years at the asset. Jim Draw brought up that Wired West will be releasing a spreadsheet of 20 year costs.

The Finance Committee asked if MBI speak to the project planning, build, and where the sunset for MBI is.

Eric reminded that Wired West is speaking as a customer. The Towns will have the network. We need to work together to figure out what the designs and plans are as partners. MBI feels ultimately that the needs of all towns need to be unified. Alternatives around technology/decision making, not cost overruns therefore need a close partnership but on a day-to-day doing the project management, execution. Then turn over the network. Wired West added that they want the network built to be the network [they] want to operate, there's a need for doing efficiently.

Robert asked will the RFP be available to view? Can a local company have an opportunity to be a part of it?

Eric shared there will be multiple procurements. Yes. Available to view before released, and definitely open, not a pre-qualified bid. Probably a smaller list of local companies that could do the work. When we get to that construction bid, goal: do more bid clusters, to get more companies involved.

Wired West added for instance Leverett is going to need more wiring to replace phone lines, Optical Network Terminal. Typically a part of the design, build, construction. In Leverett that was the responsibility of the home owner, Crocker did 1/3 of homes, but Ryan Gagan did about 1/3 of the others. Crocker artificially priced itself higher to intentionally encourage local electricians etc.

Trevor asked how the money comes from the state. Comes through MBI, before it's doled out to our town or our work, you look to see it's being used for the appropriate purpose and then release?

Eric stated it's likely, a lot of the contracts will be held by MBI, therefore we need full transparency. Talking to Wired West about to pay invoices. There are circumstances under which certain towns that want to go it alone, why, because they don't want to work w/ Jim or w/ us. MBI will need to make sure whatever they're doing is legal, appropriate. No money is going from MBI to the town. It's going into and out of a trust w/ clear accounting for the costs.

Toby asked if to start this there will be contracts. Eric shared that yes, they need to understand agreements and practices on all sides, and have accountable to us.

Select Board asked when will we start seeing the contracts? Wired West shared that they will be presented draft contracts at Board meeting on Saturday. Language is strict enough. For instance w/ Alfred, MBI already working up draft agreements and language.

Bob asked how is that three way communication between going to work? Eric shared that finance team creating spreadsheets to share as reports, required to report minimally quarterly, and likely more often. Wants points during the year to get together with everyone.

Chris Hatch handles outreach. Talked about creating some sort of portal. Haven't flushed out the design. During middle mile, outreach included quarterly phone calls. Understand the need. On a regular basis will have project meeting.

Wired West shared that they will continue have monthly board meetings where Fin Com, Select Board, etc are welcome to come.

Eric shared that they plan to assign members of MBI team to different construction clusters. Responsible to the town as a point person for police details, permits, etc. If ever confused who to call, call Chris. Happy to take suggestions about how to get message out.

Cheryl said it sounds like there's 3 clusters. Eric shared that no they don't know the clusters yet. Have asked Jim for a desired sequencing of the construction.

From Wired West point of view, want to spin up towns that will be most profitable first, from an engineering perspective, want to do work within regional clusters. Not a simple match up.

Eric said they are trying to increase efficiency by working in clusters, that it's up to engineering firms when the construction.

Resident Doug White in attendance asked who's able to review the contracts for design and engineering, Dave, John and Todd. Have a staff on board who has decades of experience building fiberoptics. They were part of the middle mile. It's knowing how to ask the right questions. Cornell, network operations manager

is intimately familiar with the process. For Big Dig, no oversight and discipline from public side. Hold construction bids accountable. Trying to segment more to give the Towns more control throughout the process. Those milestones give towns the opportunity to work through any issues.

Wired West said they met project managers for middle mile. Eric stated that part of what Wired West needs is to create commissioning criteria.

Trevor asked of your team, what part of your team was part of middle mile? There were a lot of people involved, Chris, Chris Andrews, General Counsel, Mary Beth who are reporting lessons into this project from middle mile, Cornell Robinson, Todd, John, Cynthia – GIS. They did full report of best practice at end of project. Getting experienced staff.

GIS official premise counts are done.

Robert asked when poll survey is done can they include in longitude and latitude? Eric shared that yes they're doing.

Wired West stated that there is a lot of information, such as weight of wires being hung, closest cross-section, address, etc. Bob said it would be nice to have the GIS data electronically. Eric said sure to request.

Resident Doug White said it sounds like the state funding has been allocated. Eric said yes and no. All different kinds of bond authorization. What Governors do: they'll announce what funding is available for that year based on the multi year broader authorization. If looking in Capital Spending line items, you can see that particular year's amount. The statement of putting this year's commitment of \$19M on the budget means that the project money is likely here to stay for the coming years. Wired West stated it is capital not operational, and keep in mind that its borrowing so if the economy is slumping...

Trevor asked if for some reason the \$40M was not enough to finish this would the state help? Eric responded that they shouldn't plan on more money from the state going in above the \$40M. For instance Hawley asked for more money, but MBI didn't participate in that conversation. Wired West added that of course there will be unexpected expenses, but Wired West feels the request was conservative.

Cheryl asked what happens if start butting up against the amount of money they have. Eric shared that there are some towns trying different routes that would allow for more money to be available. Trying to come up with a model of how the money would be used. Hired consultants as in-house staff for people effectively doing the job as staff.

Bob asked if a lot of money can be saved on over-lashing. Eric shared that they have cable running down the road right now. We own it. You can in fact

overlash to existing cable to save money and time on maintenance and licenses. Here at the very least on Rt 2 and 8A, there should be substantial overlashing that can be saved. Some towns may think it's worth the savings. Challenge – understanding the long-term liability as a license holder to the utility agent. How would you manage against the benefits? How would they divide the asset or for their purposes would they need the

Intention is to be out after build, therefore if overlashing, may have to remain as owner. For towns are they comfortable with MBI owning the cable, but ownership may be too problematic for the towns. Eric shared that conceptually the ownership, the commonwealth owns the asset and they could assign ownership to someone else.

8:24 Eric, Chris, excused themselves.

Agenda Item 2. Board is fine with a sign out front. 6 feet for a temporary sign.

Motion by Beth to hold special election to fill the seat. 2nd by Sarah. First available date for election isn't until mid dec. All in favor. Beth will get in touch with Kathy tomorrow about details.

Bob said there was the letter about Broadband. Beth has not had a chance to review; she'll get back to them.

There are significant funds remaining for those who cannot afford the pre-subscriber rate.

Broadband committee is meeting on Wednesday night. Please come share ideas.

This is still room on the committee. If anyone has ideas about how to get word out about bringing on volunteers the Town is looking for input.

8:45 Meeting adjourned

Draft Submitted 10/22 to Select Board, Fin Com, and Broadband

Respectfully,
Peg Dean, Town Administrator