

Princeton Broadband MLP - Regular Meeting Minutes

Town of Princeton, MA, Town Hall Annex

June 8, 2017 - 7:30 PM

Present: Chairman: John Rowell (JR), John Kowaleski (JK), Richard Chase (RC), Harold Strock (HS), PBMLP Asst. Mgr. Marty Dell'Erba (MD'E)

- I. Chairman. Rowell called the meeting to order at 7:35pm
- II. Minutes of the June 1, 2017 meeting were unanimously approved as written.
- III. Discussion items

(JK) Pole Survey - on-going discussion

It must be verified that Charter Communications' "cable space" is properly made-ready per UCSEng audit specifications and Verizon (VZ) contract.

- Toward this end, (JK) has merged relevant databases to enable efficient verification.
- **Action Steps:** (JK) Roughly 150 of 2500 poles remain to be properly cross-identified.

(RC) Pole Sample review - discussion initiated (RC) has initiated a sample review of data on poles in License Application groups [APPS] 1, 8, 9, 10. **Poles requiring work by MLP, VZ or both will be identified for field inspection.**

Action Steps: (RC) and (JK) will compare observations. App#1 will be fully field checked for actual error rate. (JK) will contact Leverett for their experience. App #7 has pole numbering issues.

- IV. (JR) MBI Report

PBMLP seeks compensation for its engineering, system design, pole make-ready and some related expenses.

Action Steps: (JR) has meetings scheduled with bos and ta to discuss details and strategy.

MOTION - (JK) moved that PBMLP explain in writing to the BOS that our Verizon Pole ownership agreement does NOT allow attachment subleasing.

Unanimously approved; 8:18p (MD'E) to prepare letter citing chapter and paragraph.

- V. Assistant Manager Administrative Actions (MD'E)

- Copies of the Open Meeting Law Guide, dated March 18, 2015 and A Guide to the Massachusetts Public Records Law, dated January 2017 were distributed by (MD'E). Elected officials should sign affidavit of understanding within 30 days of election.
- Verizon progress-to-date and revised schedules of completion obtained by (MD'E). See Table I attached on page 2
- No payments required this term.
- Three Form8 letters of extension for work-finished Apps will be sent within the prescribed period within the same envelope of transmission.

- V. Meeting adjourned at 8:32pm

Respectfully submitted, Harold B. Strock, clerk 6/13/17

Table I: Verizon Make-Ready Update 6-8-17
 (Provided to (MD'E) by phone and email contact
 with David Wolanin, Verizon Project Engr-in-charge
 Springfield, MA)

Application No.	Scheduled Completion	Status / % completed
1		done
2		done
3		done
4		done
5		done
6		done
7		94%
8		95%
9		95%
10	June	
11	August	
12	August	
13	August	