

MINUTES
Town of New Marlborough Broadband Committee

Wednesday, October 5, 2016, 8:00 a.m.

1. The following Committee members were present:

Richard Long
Steve Klein
Michele Shalaby
Tom Stalker
Owen Wright

constituting all the members of the Committee; whereupon, Mr. Long called the meeting to order at 8:00 a.m. Also present was Mari Enoch, Town Administrator.

2. Minutes for the meetings of September 15, and September 21, 2016 were approved by unanimous vote.
3. The Committee reviewed the changes made in the RFP prior to its re-issuance. The new draft was distributed with the changed items noted., including some provisions specifically requested by the MBI. The Committee reviewed each issue to be judged on comparative criteria and indicated on which items an Unacceptable rating would disqualify the entire proposal vs being judged as a negative for that item. Further, the Committee identified four items that will be weighted as 50% of the aggregate rating for comparative criteria. Finally, a complete draft form of contract, to be included as an attachment to the RFP, was circulated and discussed. Following the review, the Committee consensus was to issue the revised RFP on the targeted date of October 7.
4. One addition to the RFP in particular is MBI's desire that any proposing Vendor agree to enter into a Cable Franchise Agreement with the Town. The MBI believes such inclusion will help the Town achieve certain regulatory protections as least as respects a TV/Video package. The request has been included among the comparative criteria. The MBI believes that at least one cable company may be interested in responding to the RFP.
5. A brief review ensued regarding informational meetings held or scheduled to date, and the desire to conduct further meetings. It is agreed that an informational trifold will be prepared for presentation to voters once proposals are received and a selection made.
6. The next meeting was scheduled for October 20, 2016. Whereupon, on motion duly made, seconded and unanimously voted, the meeting was adjourned.