

**MINUTES OF REGULAR SESSION
TELECOMMUNICATIONS ADVISORY BOARD
MONDAY JULY 12, 2010**

The meeting was called to order by Chairman Marron at 7:01 PM. Those in attendance included: Chairman Marron, Vice-Chairman Boulanger, City Manager Latham, L & P Director Cook, Electric Supervisor George Stram, Finance Director Sharon Rusteberg and Tracey Robinson from the City IT staff. Members of the public in attendance included Neil Nicolaides.

MINUTES

Vice-Chairman Boulanger made a motion to approve the minutes of the June 14th meeting. Seconded by Chairman Marron. All voted aye; motion approved.

REPORTS

Director Cook first gave an update of the general status of the FTTP project. The majority of the outside plant, both underground and overhead, has been installed by the contractor. In addition, we have two splicers on-site doing all of the required splicing. Unfortunately, we are still awaiting the two railroad permits needed to cross the tracks with 288-count fibers. We have also received a portion of our Calix equipment.

At its last session, City Council gave approval of, and signed, a contract with Fidelity to provide telephone service to the system. We have also signed a contract with America Center to provide video equipment. Additionally, we have signed a non-disclosure agreement with Echostar, who we be a major video content provider. Finally, we signed an agreement with Cogent to provide internet service.

Chairman Marron asked about the ability of residents to get out of their contracts with current service providers. Director Cook is awaiting a reply to that question from City Attorney John Long. Chairman Marron feels that it's a question that we need to be able to answer for any prospective customers.

Director Cook also stated that he would forward electronic copies of the first iteration of the business pricing structure. He plans to have the residential pricing available by the time of the Madison County Fair.

Director Cook's next report was in regards to the head-end building modifications. The low bid on the project came in at \$1.4 million dollars. Director Cook and the engineers re-examined the bid proposal. The original mission statement for the FTTP system made no mention of the HCS having a Tier 3 data center. It was only planned to provide residents with a cost-effective triple play offering. The cost to provide a "mission statement" head-end should be on the order of \$600,000 dollars, with an additional \$800,000 dollars needed for a Tier 3 data center. So the City will ask the low bidder to try to get the proposal down to \$600,000 dollars. In addition, some the long lead time equipment will not be needed, thus shortening construction. Chairman Marron asked the identity of the two bidders on the project, they being Korte-Luitjohan and Plocher Construction. City Manager Latham feels that we are unable to justify the cost or need for a Tier 3 data enter at this time.

NEW BUSINESS

Director Cook informed the Board that the splicing trailer has been ordered and should arrive by the end of the month. He also informed the Board that the booth at the Madison County Fair has been reserved and paid for. He will distribute a spreadsheet showing time slots to be

filled by volunteers. Those who work at least four hours will be furnished with an HCS logo'd shirt.

The next order of discussion concerned decals to be placed on the LCP cabinets throughout town. Director Cook also discussed decals for the fiber bucket truck and magnetic HCS signage to be placed on all City vehicles. He had price quotes for the decals furnished by Digital Artz here in town. Finally Director Cook talked about the URL for HCS. We have purchased the Highland Communication Services URL in a variety of domains, .com, .biz, .org, etc. This was done to insure that no other entity tries to use a Highland Communication Services web address. There was no "HCS" URL available.

City Manager Latham raised the subject of service order forms to be made available at the County Fair booth. Chairman Marron stated that he would only like to collect contact information as it is too soon to offer a lot of information.

The final order of new business was in regards to the hiring of the fiber operations manager. Director Cook and HR Director Schoeck have been sifting through the resumes received for the position. The two of them plan to start interviewing candidates next week. Tracey Robinson asked about access to the new head-end building. We are able to get into the rear portion of the building within one day.

The next meeting of the Telecomm Advisory Board will be Monday, August 9th at 7:00 PM.

Vice-chairman Boulanger made a motion to adjourn, seconded by Chairman Marron. All vote aye. Motion passed. Meeting adjourned at 7:32 PM.