

**Town of Petersham Massachusetts**  
**SELECTBOARD MINUTES**  
**Town Hall Upper Level and Remote Access**  
**1 South Main Street**  
**Friday, March 12, 2021**  
**4:00 PM**

**Present:** Selectboard members Nancy Allen, Henry Woolsey

**Present in Person:** Chip Bull, Thomas Gurganus – Petersham Broadband MLP Board

**Present via Remote Access:** John Blum, Andre Pierre – Petersham Broadband MLP Board

**1. 4:00 PM Call to order.**

Chair Nancy Allen called the meeting to order at 4:00 PM at Town Hall upper level and via remote.

**2. New Business –**

**RE: Joint Meeting with Broadband MLP Board**

The Selectboard met with the Broadband MLP Board to review and approve grant compliance documents for the Town-wide Broadband Project reimbursement submission to Massachusetts Broadband Institute (MBI) for the Town's designated \$880,000 MBI Broadband 123 Last Mile grant funding.

As of March 2021, Matrix had completed the project build-out with 99% coverage of the town. The MBI Agreement calls for 96% coverage. As of March 12, Matrix has 410 subscribers with the MLP Board noting that residents continue to sign up on a regular basis. Chip Bull briefly summarized that Matrix and their sub-contractor TriWire had begun their actual project construction in January 2020 after the Town's long wait for utility make-ready to be completed which it was in December 2019. The first Petersham customer was connected exactly one year ago in March 2020 and all of the work occurred during the extremely difficult year of the COVID-19 pandemic which had become a worldwide reality by February–March 2020.

Nancy Allen explained that the Treasurer was prepared to close out the project loan on April 2 rather than renew for another year. She noted that in conference with Michael Baldino of MBI on March 10 to review all grant compliance needs, MLP members had explained the overlap of Matrix finishing the project and the timing of the one year bank note and Mr. Baldino did not see a problem with expediting the reimbursement if all compliance documentation was in order so the Town would not need to renew the loan. The MLP Board was targeting Monday, March 15, for grant submission allowing two weeks for receipt of funds. It was noted that to that end, at their request, MBI had already been provided with the bank information needed for automatic fund transfer to Petersham.

The Boards reviewed individual Agreement compliance documents along with the MLP Board's Project Budget Summary and Utility Make-Ready Summary. Nancy noted that KPLaw was producing their compliance Certification for submission; Chip was communicating with Matrix for two compliance Certification documents

required by them; the Town Treasurer will be asked to join in signing the Financial Compliance document, and the MLP Board was working on the narrative Report which would be ready for March 15.

With review concluded, Henry Woolsey made a Motion for Nancy Allen to sign the Project Financial Compliance Certification for the Selectboard. Nancy seconded. Vote of approval was unanimous. The Certification will also be signed by Town Treasurer Dana Robinson.

With review concluded, Henry Woolsey made a Motion for the Selectboard and John Blum made the same, separate Motion for the Broadband MLP Board, that both Boards approve and jointly sign the required Project Compliance Certification and proceed to submit all documentation to MBI. The Motions were seconded by Nancy Allen and Andre Pierre for their respective Boards. Vote of approval was unanimous by both Boards. All documents were signed.

The meeting concluded with members noting once the reimbursement process is concluded, there would be a community celebration with all residents, Matrix and their contractors, MBI, and other State officials invited to join in to recognize project completion once the COVID-19 pandemic has subsided and large public gatherings are allowed.

### **3. Next Meeting**

The next Selectboard meeting date was confirmed for Tuesday, March 16, 2021, 6:00 PM.

### **4. Adjournment.**

There being no further business, Henry moved to adjourn at 4:30 PM. Seconded by Nancy. Motion passed unanimously.

Respectfully submitted,



Nancy Allen

*Final Minutes as approved at Selectboard Meeting of March 23, 2021.*

**AGENDA**  
**Petersham Selectboard Meeting**  
**Friday, March 12, 2021**  
**4:00 PM**

**Petersham Town Hall, main level**  
**1 South Main Street**  
**AND**

**Via remote meeting access available at GoToMeeting.com:**

**by Internet at:**

**<https://global.gotomeeting.com/join/935831421>**

**or by Phone at:**

**Tel: 1-872-240-3412 / Access Code: 935-831-421**

**1. 4:00 PM** Call to order.

**2. New Business - Joint Meeting**

RE: Joint Meeting with Broadband MLP Board to review and approve Mass. Broadband Institute grant compliance documents for Town-wide Broadband Project grant reimbursement submission.

**3. Next Meeting**

Next Selectboard meeting date Tuesday, March 16, 2021, 6:00 PM, and at the call of the Chair as needed.

**4. Adjourn**

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**Please note ~ To install GoToMeeting.com in advance, visit:**  
**<https://global.gotomeeting.com/install/935831421>**



## TOWN OF PETERSHAM OFFICE OF THE SELECTBOARD

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Petersham, Massachusetts 01366

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### Joint Meeting of March 12, 2021

### of the Petersham Selectboard and Petersham Broadband MLP Board

### Board Actions

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#### Motion:

I, Henry Woolsey, Vice Chair of the Petersham Selectboard, move that as the Town has fulfilled all obligations, laws, and rules, as required and described in the Town's Agreement with the Massachusetts Technology Collaborative and the Massachusetts Broadband Institute, that the Town Treasurer and the Chair of the Selectboard execute the financial certification document, 'Grant Payment Requisition,' also known as Agreement Attachment No. 1, and submit the certification with other required documentation for reimbursement of grant funding in the amount of \$880,000.

Second: For the Selectboard: Nancy Allen

Vote: 2–0 in favor

#### MOTIONS:

I, (for the BoS) Henry Woolsey, Vice Chair of the Petersham Selectboard, /

I, John Blum, Vice Chair of the Petersham Broadband MLP Board, move that as the Town has fulfilled all obligations, laws, and rules as described in the Town's Agreement with Massachusetts Technology Collaborative and Massachusetts Broadband Institute, that the Selectboard and Broadband Municipal Light Plant Board jointly execute the 'Form of Certification of Compliance' document, also known as Agreement Attachment No. 2, and submit the certification with the Town's final Report for reimbursement of grant funding in the amount of \$880,000.

Second: For the Selectboard Nancy Allen / For the Broadband MLP Board: Andre Pierre

Vote: Selectboard: 2 – 0 in favor / Broadband MLP Board: 5 – 0 in favor

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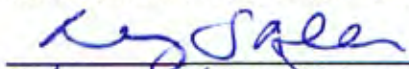
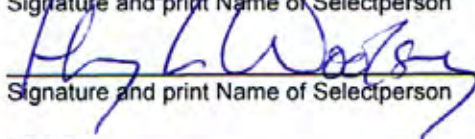
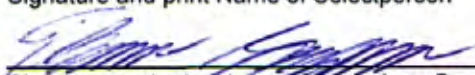
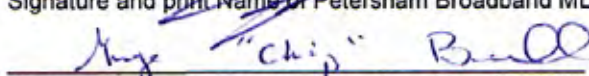
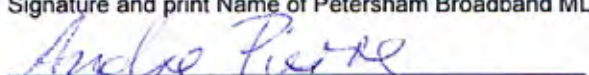
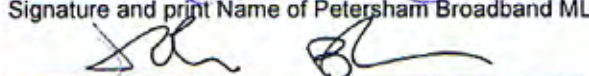
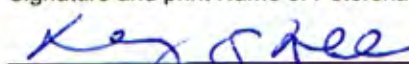
## Attachment 2

### Form of Certification of Compliance

The undersigned are a majority of the Selectboard of the Town of Petersham (the "Town").  
We hereby depose and state the following:

1. Reference is made in this Certification to that certain Grant Agreement (the "Agreement") by and between the Massachusetts Technology Collaborative and the Town dated February 1, 2019. All capitalized terms not defined in this Certification have the meanings given them in the Agreement.
2. The Town acknowledges receipt of the Guidelines for Receiving Town Allocation Reimbursement for Certain Broadband Projects, as approved by the MBI Board of Directors on September 5, 2018, which are incorporated as Attachment 3 to the Agreement.
3. Attached is a certification by the Town Counsel that the Town has complied with all procurement laws, and any other applicable laws and regulations required to implement the Project.
4. The construction of the Project is complete and the Network is fully operational.
5. All premises that the Town and Provider had agreed to serve prior to the start of construction are capable of receiving service pursuant to any connection/service agreements that the Town and Provider executed.
6. Attached is a certification signed by the Provider under penalty of perjury stating that the Provider has paid all subcontractors for all work performed on the project.
7. The Town and the Provider have entered into a broadband services agreement to address the long-term relationship between the Town and the Provider, a copy of which is attached.

Each of the undersigned certifies and states under penalty of perjury that the foregoing statements are true and correct to the best of his or her knowledge.

 Signature and print Name of Selectperson	<u>NANCY SALLAN</u> Signature and print Name of Selectperson	<u>3/12/2021</u> Date
 Signature and print Name of Selectperson	<u>Henry L Woolsey</u> Signature and print Name of Selectperson	<u>3/12/2021</u> Date
----- Signature and print Name of Selectperson	----- Signature and print Name of Selectperson	----- Date
 Signature and print Name of Petersham Broadband MLP Board Member	<u>Thomas Gungorus</u> Signature and print Name of Petersham Broadband MLP Board Member	<u>2021-03-12</u> Date
 Signature and print Name of Petersham Broadband MLP Board Member	<u>Chip Bull</u> Signature and print Name of Petersham Broadband MLP Board Member	<u>3/12/2021</u> Date
 Signature and print Name of Petersham Broadband MLP Board Member	<u>Andrew Pierce</u> Signature and print Name of Petersham Broadband MLP Board Member	<u>3/12/2021</u> Date
 Signature and print Name of Petersham Broadband MLP Board Member	<u>JOHN BLUM</u> Signature and print Name of Petersham Broadband MLP Board Member	<u>3/12/2021</u> Date
 Signature and print Name of Petersham Broadband MLP Board Member	<u>NANCY S. SALLAN</u> Signature and print Name of Petersham Broadband MLP Board Member	<u>3/12/2021</u> Date



Attachment 1

**Grant Payment Requisition**

Grantee: TOWN OF PETERSHAM, MA

Project Name: MASSACHUSETTS TECHNOLOGY  
COLLABORATIVE Last Mile Broadband Grant Agreement

Grant #:

Request #

Date:

Amount of Funds Requested: \$ 880,000

Certification:

I, DANA C ROBINSON and NANCY ALLEN hereby certify that Grantee

(1) has incurred actual Eligible Project Costs in performing the activities required under the Agreement in an amount equal to, or in excess of, the sum of this invoice and previously submitted invoices, has completed the required tasks associated with the milestone for which the Grantee is seeking payment from the Mass Tech Collaborative and has provided the required documentation to demonstrate that the Disbursement Requirements for the milestone for which Grantee is seeking payment from the Mass Tech Collaborative have been met;

(2) shall maintain detailed financial records to document and support the expenditure by Grantee of the costs reported on this Grant Payment Requisition and all prior Grant Payment Requisitions submitted to the Mass Technology Collaborative;

(3) has employed procedures in implementing the Project that remain in compliance with (i) Massachusetts procurement, design and construction and all other applicable laws and regulations; and (ii) the MBI Last Mile Program Policy in effect at the time of this certification; and

(4) all of the information contained in this Grant Payment Requisition and the attached project status report is complete, true, and accurate.

Dana C Robinson

Authorized Signature (Chief Financial Officer and/or other appropriate financial or Executive Employee)

Treasurer

Title

March 12, 2021

Date

Nancy Allen

NANCY ALLEN

Authorized Signature (Chief Financial Officer and/or other appropriate financial or Executive Employee)

Chair, Petersham Select Board

Title

March 12, 2021

Date