

MLP Advisory Board Meeting Minutes
Leyden Town Office Building
July 17, 2025
5:30pm

MLP Board Members Present: John Wallace, Jack Golden

Advisory Board Present: Al Woodhull, Erica Jensen, Anders Fergusen

Jack called the meeting to order at 5:35pm.

Discussion

Minute taker for 7/17/25 meeting:

Motion: Anders moved that Erica take minutes for the 7/17/25 MLP meeting. John second.

Vote: unanimous

Review of Minutes:

Motion: John moved to approve 01/15/24 minutes as written. Anders second. Erica abstained.

Vote: unanimous

Manager's Report

Digital Equity Grant:

Jack has submitted a grant application in co-ordination with FRCOG. Total of grant: between \$11 and \$14K. Grant Scope: wi-fi to the pavilion and one year of service to pavilion. Also included are 25 tablets to give-away and pay Karin Parks for digital training for those 25 tablets (if needed). Along with Karin and COA – it was decided to not do rentals at the Library.

Separate grant (regional): Cyber Seniors was also applied for: approx. \$11K

Total potential grant money coming in: between \$22K and \$25K

May hear in September or October if the Town will be awarded any monies. Money is still available as it is ARPA money.

Hut Grounds Report

Hut inspection recently carried out by Whip City. They had comments on overgrown area around hut, ladder inside, bugs inside and potential door seal and removal of some small bits of trash.

Action: Jack will speak with Michele and Jeff M to see if he can help with sealing door and intake fan and removing or hanging the 8' ladder that is inside.

CAF2 Update:

No new information on if it will be funded

Financial Long-term Plans

Debt payment options/plans:

- Priorities: loan repayment and hut EQ replacement
- CAF2: the Town has received 4 years of money. It is uncertain if that program will continue in FY 26.

- Needs to be a discussion with Fin Comm regarding paying debt and what happens if the loan goes into default or if the MLP needs to do a full replacement of hut EQ and we don't have the savings to pay for it.
- Al suggested that there may be ADU's that will be built that will need to have internet so that total number of households may not remain static.
- \$200K currently in savings towards hut EQ.
- Al questioned how do we monitor addition service to ADU's? will ADU's use "pirated" service from primary dwelling? In what cases will a new service be required?
- Is there a written agreement between the Town and the MLP regarding payment of loan? Erica does not think so – but that can be fully confirmed by Town Coordinator.
- Question to Susan Bobe: how long should it take to pay off the loan if the MLP paid it without Town assistance. This depends on the budget, State regulations on municipal loans, etc. Currently owe: \$20,876 in interest for FY 26 and a principal of \$497,051. The total will be a total of these: \$517,927.
- Susan feels that paying off the debt in 10 years. That is \$129,481 if the interest rate stays at 4.2% or less.
- The town has 10 years to pay off the loan. After that a bond is needed and that comes with an annual audit, fees etc.
- Anders suggested making sure that if/when the Town hears about the loan and paying off the debt – a clear, easy to understand narrative.
- Jack will check into what our insurance policies cover (one on the hut and one on the network – wires and poles). Jack will look into the policy perimeters.
- John will hand off financial spreadsheets to Erica to discuss with Michele and Susan.
- Susan suggested paying at least \$125K per year in principal and \$20-\$25K in interest. John suggested paying \$150K per year to pay the loan off in 4 years.
- **Plan to address the Select Board and Finance Committee. "The Town will put in \$25K per year, the MLP will put in all of their Retained Earnings until the loan is paid off. IF there is CAF2 grant funds, these will go into the MLP Stabilization account". The goal for the annual payment is anticipated to be \$146K per year for the next 4 years to pay off the debt.**
- The debt needs to be paid off by FY30.

ACTION: Susan to create a spreadsheet that details of the loan and payoff schedule.

Jack and Anders to work on the one-sheeter to present PLAN to Select Board and Finance Committee

Estimate to replace hut equipment:

If all EQ were to be replaced as of today – the estimate is between \$225K and \$250K. The lifespan of the EQ is 7-10 years. However, all EQ does not need to be replaced at the same time. If the hut needs to be replaced in 5-8 years the costs may be much higher. A guess floated was \$325K-\$350K. Al suggested to speak to Whip City re: potential changes to EQ – whether software or hardware.

Miscellaneous

N/A

Next Meeting:

Quarterly meeting: Thursday October 16, 5:30pm, Town Office

Public Comments

N/A

Motion: John moved to adjourn at 7:19 pm. Anders seconded the motion. Unanimous vote.

Respectively submitted,
Erica Jensen