

Addison County Communications Union District Db a Maple Broadband

Executive Committee Meeting Minutes

December 22, 2020

4:00 p.m. – 5:30p.m.

VIA ZOOM

Steve Huffaker, the Chair of the Addison County Communications Union District (“ACCUD”) dba Maple Broadband, welcomed the representatives of the Executive Committee to the meeting, called the meeting to order at 4:02 p.m. and took the roll.

1. Welcome/Introductions/Roll Call

The following members of the Executive Committee were present:

Steve Huffaker, Chair, Ferrisburgh;
Nancy Cornell, Vice Chair, Starksboro;
Magna Dodge, at large representative from Cornwall
Arabella Holzapfel, Treasurer, ex-officio, Ferrisburgh
Adam Lougee, Clerk, (“ACRPC”)

2. Approval of the Agenda. **Nancy Cornell moved and Magna Dodge seconded the agenda, all members present consented to the agenda.**

3. Approval of the Minutes. December 17, 2020. Deferred until the next meeting.

4. Chair’s report concerning ongoing operations: Steve noted work is progressing on all fronts.

a. Place Creative: Both mailing pieces are nearly completed. Steve will provide one more brief opportunity to comment on the advertising before it goes out. Postcards to all residents in Addison County will go out first. The mailing will wait until the website and tool are fully live, but all work will be done prior to the end of the year.

b. Middlebury Presentation for CDBG funds. The meeting is scheduled for January 12th. We need to have information to Kathleen Ramsay by January 6th. We will shoot for a complete draft prior to the new year. **Adam should speak with Kathleen and Fred Kenney prior to the meeting.**

c. Otter Creek CUD update. Steve and Nancy will speak with Amanda O’Connor shortly. They will specifically ask about the RDOF impact to OCCUD.

d. Timing of Operator Interviews: We will meet with Valley.net first during an executive session of our regularly scheduled Executive Board meeting on January 7th. Steve will circulate a list of questions. We will look to meet with the other Operators in the 3rd week of January after we debrief our meeting with Valley.net.

e. Outreach Tool. The Tool is in good shape.

5. Treasurer's Report: Arabella noted she had sent out all the CARES Act invoices and shared a current Treasurer's report on Teams. **Adam will contact Rob Fish and ask about payment of Maple's outstanding invoice of \$40,000. He will also speak with Rob about additional CARES funding.**
6. Other Business: The board noted it would meet again on **Tuesday December 29 at 4:00 p.m. as necessary. The Full Board will meet on Wednesday, January 6th and the next Executive Board meeting on January 7th will be devoted to interviewing Valley.net as an operator. Adam will send Steve the language necessary to move the Executive Board into Executive Session for the meeting with Valley.net**
7. Adjourn: **Magna Dodge moved and Nancy Cornell seconded adjourning, which all approved. the meeting adjourned at 5:01 pm.**

Respectfully Submitted,
Adam Lougee, Clerk