

Maple Broadband
Executive Committee Meeting Minutes
November 23, 2020
4:00 p.m. – 5:30p.m.
VIA ZOOM

Steve Huffaker, the Chair of Maple Broadband, welcomed the representatives of the Executive Committee to the meeting, called the meeting to order at 4:04 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;
Billy Sneed, at large representative from Ripton;
Dan Sonneborn, at large representative from Bristol
Magna Dodge, at large representative from Cornwall
Arabella Holzapfel, Treasurer, ex-officio, Ferrisburgh

Additional attendees: Fred Kenney, Addison County Economic Development

- 2. Approval of the Minutes.** There were no minutes available for the November 19th meeting, and approval was deferred until the next meeting.
- 3. Approval of the Agenda.** Steve Huffaker recommended adding one item listed below to the agenda. Billy moved and Magna seconded, all members present consented to the agenda and approved the addition of the following item:
- a. Annual Report and Budget
- 4. Addison County Economic Development.** Fred Kenney of Addison County Economic Development reported that he has met with Middlebury College and is investigating both private and government sources. He is looking into Revolving Loan Funds, VEDA, USDA, State block grant funds – Northern Borders , EDA grant and will report back on what we believes Maple Broadband should apply for. He also reported that Middlebury College resources are available to assist with grant writing. A USDA Rural Business Development Grant is available, and Fred will complete a draft letter of intent for the Executive Committee to submit by Friday, December 4.
- 5. Feasibility Study next steps:** A marked up version of the Feasibility Study was not available for review. After discussion, committee members agreed that when received, the marked-up Feasibility study would be reviewed by Steve and Adam, then submitted for approval at the upcoming full board meeting.

A discussion followed regarding the question of whether to initiate an immediate outreach to Waitsfield Champlain Valley Telecom (WCVT) regarding a potential partnership, or to initiate a broader search for an operating partner including WCVT. At the conclusion of discussion,

Committee members agreed to approach more than one potential operating partner. All agreed that market conditions may quickly change at any time, so exploration of this path should take place without delay. Magna and Steve agreed develop a list of partners and a starting point for presentations to the Executive Committee.

6. **Maple Broadband Annual Report and Budget:** Steve reported that Maple Broadband is required to create an Annual Report and Budget which must be completed for Maple Broadband's full board review and approval at their December 2 meeting. Once approved, these documents are to be distributed to all member selectboards. Fred Kenney offered to assist with revenue information, and Steve agreed to reach out to RISI and ValleyNet for input on 2021 projected expenses.
7. **Future meeting:** 4 PM December 3
8. **Adjourn** Magna moved and the members voted to adjourn at 5:28 p.m.

Respectfully Submitted, Steve Huffaker, Chair