

Addison County Communications Union District dba Maple Broadband**Executive Committee Meeting Minutes****April 29, 2021****4:00 PM - 5:30 PM****VIA ZOOM****1. Call to order**

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, and called the meeting to order at 4:01 pm.

Steve Huffaker, Chair, Ferrisburgh;
Nancy Cornell, Vice Chair, Starksboro;
Ellie Hagopian, at large representative from New Haven;
Magna Dodge, at large representative from Cornwall;
Dan Sonneborn, at large representative from Bristol;
Adam Lougee, Clerk, ACRPC;
Robyn King, Minute Taker

2. Approve the Agenda

Magna Dodge made a motion and Nancy Cornell seconded to accept the meeting agenda, all members present consented to the agenda.

3. Previous meeting minutes approval - April 22

Steve Huffaker asked for a review of the April 22 meeting minutes. There being no questions or edits requested, Magna Dodge made a motion and Nancy Cornell seconded to approve the meeting minutes for the April 22 meeting, and the motion passed unanimously.

4. Operations Report

Steve Huffaker noted that Jancy, who had been a volunteer helping with incoming inquiries had announced that she had accepted a position and was moving to a western state and may be able to continue volunteering but may no longer be able to serve as

Maple Broadband Member Towns

Addison
Ferrisburgh
Monkton
Ripton
Vergennes

Bridport
Leicester
New Haven
Salisbury
Waltham

Bristol
Lincoln
Orwell
Shoreham
Weybridge

Cornwall
Middlebury
Panton
Starksboro
Whiting



an alternate. Steve Huffaker explained that given the low volume of inquiries coming in, it was likely not a priority to fill this role.

Ellie Hagopian noted that there had been no activity on any of the forms and no new email sign-ups, but there was someone who reached out asking for help with connecting to broadband which was responded to by Jancy. Ellie Hagopian noted that the next Operations Committee meeting was the week after the full Board meeting, and suggested that there could be a discussion of someone filling Jancy's role at the full Board meeting.

5. Marketing Report

Dan Sonneborn noted that there was nothing new to report since the last meeting.

6. Financial Report

a. Grants

Nancy Cornell confirmed that she was anticipating communications from Hannaford regarding the \$50,000 grant in the next week. Nancy Cornell noted that Jessica Teets is working on the CRF grant through the Vermont Community Foundation and that this grant had been increased from the previous funding level and there should be a discussion on what this could be used for.

b. Treasurer Report

Steve Huffaker explained that Arabella Holzapfel was not present for the meeting.

c. Other

Steve Huffaker explained there had been a request from Rob Fish from the PSD for an explanation of tactical activities and there was an explanation that the \$60,000 from the BIG and the \$130,000 from CARES and had been spent and the \$30,000 from the Vermont Community Foundation is also accounted for. Adam Lougee confirmed that there was roughly \$26,000 left in the account.

7. Middlebury College Intern Next Steps

Magna Dodge noted that she had revised the description for the intern and that the person responsible for careers and interns was circulating this description to find a suitable candidate. Magna Dodge explained that the same information had gone into a web portal named Handshake that students have access to and she expected that



students would be reaching out if interested and she imagined with the college funding the position that there would be some interest.

8. Executive Session

Steve Huffaker moved that he found that premature general public knowledge of Maple Broadband’s discussions about a potential network operator and other RFP next steps would clearly place Maple Broadband at a substantial disadvantage because it risks disclosure of Maple Broadband’s negotiations strategy if it were to be communicated to the public, the motion was seconded by Magna Dodge and all members present consented to the motion.

Steve Huffaker moved to enter into Executive Session for a discussion regarding the network operator and RFP updates and other confidential matters under Title 1, Section 313, Subsection A of the Vermont Statutes which was seconded by Magna Dodge and all members present consented to the motion.

9. Future Meeting: May 6

Steve Huffaker noted the Executive Committee would be meeting on May 6, and that they would be holding a meeting with the Governing Board next week as well. Nancy Cornell asked about the representative from Vergennes, and Steve Huffaker explained that the new towns were not officially members during the last meeting and they would be presenting their delegates. It was noted that there would be a new delegate appointed from Whiting, and Adam Lougee explained they would be following up on this matter.

10. Adjourn

Magna Dodge made a motion to adjourn the meeting, and the Executive Committee adjourned the meeting at 5:30 pm by consensus.

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