

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

November 18, 2021

3:30 pm - 5:30 pm

Location: 14 Seminary Street, Middlebury, VT

VIA ZOOM

1. Call to order

Recording of the meeting was announced and the meeting was called to order at 3:34 pm by the Chair.

PRESENT

Steve Huffaker, Chair, Ferrisburgh

Nancy Cornell, Vice-Chair, Starksboro

Magna Dodge, at large representative from Cornwall

Ellie de Villiers, at large representative from New Haven

Cy Tall, Treasurer

Dan Sonneborn, at large representative from Bristol

2. Approve the Agenda

Nancy C. MOVED / Magna D. SECONDED a motion to approve the agenda. Motion approved by show of hands/voice vote.

3. Approve Minutes - October 14, October 28, November 2

Ellie H. MOVED / Magna D. SECONDED a motion to approve the minutes of October 14, October 28 and November 2 as drafted. Motion approved by show of hands/voice vote.

4. Financial

- a. Grants - Nancy C. reported that the National Telecommunications and Information Administration (NTIA) grant award has not yet been announced. Rob Fish suggested it would not be announced until mid-December. Nancy said she has attended two webinars on the USDA ReConnect Loan and Grant Program. She learned that the 25% match does need to be cash, not in-kind. She will get further clarification on what types of cash qualify - for example, grant money for construction from the State.
- b. Auditor Request for Proposals (RFP)- two bids have been received. Ellie dV. and Cy T. presented information in spreadsheet format that compared and graded the two proposals based on criteria specified in the RFP. A follow up Executive Committee 30 minute meeting was scheduled at 3 pm on November 30, to decide on the Auditor recommendation to the Governing Board.
- c. Treasurer's Report - not needed
- d. Broadband subsidies - Steve H. has discussed the issue with Roger from Waitsfield Champlain Valley Telecom (WCVT). Nancy C. plans on exploring the issue with Holly Groschner for informational purposes.

5. Operations

- a. GMP/VPS coordination - a conference call is scheduled for week after next. Insurance issues have been resolved.
- b. Cable pre-purchase - tabled for Executive Session
- c. Hardware and electronics pre-purchase - tabled for Executive Session
- d. Ellie report- one person inquired about whether the new State funds for broadband will be used to lower the cost for households already served. Ellie dV. will do research to see if she can find the answer, and if she is unable to find the answer, will refer the caller to the Vermont Community Broadband Board (VCBB).

6. Marketing

Dan S. reported that he has a meeting schedule with John F. to start working on marketing activities.

7. Executive Session

Steve H. MOVED / Magna D. SECONDED a motion to find that premature general public knowledge of Maple Broadband's business strategy would clearly place Maple Broadband at substantial disadvantage and risk disclosure of Maple Broadband's pending activities, if they were to be communicated to the public. Motion approved by show of hands/voice vote.

Steve H. MOVED / Magna D. SECONDED a motion to enter into executive session to discuss Maple Broadband's business strategy related to Maple Broadband's progress under Title 1, Section 313, Subsection A of Vermont's Statutes. Motion approved by show of hands/voice vote.

The Executive Committee came out of Executive Session at 4:56 pm.

8. Other Business

Dan S. agreed to make an electronic calendar populated with the dates provided by April at Addison County Regional Planning Commission, as a timely reminder of important deadlines/ events. Dan will give all members of the Executive Committee access to this calendar.

9. Future meetings: November 30 (3 pm); December 2

10. Adjourn

Magna D. MOVED / Nancy C. SECONDED a motion to adjourn the meeting. Motion approved by show of hands/voice vote. The meeting was adjourned at 5:10 pm.

Submitted by Sharon Tierra, Minute-taker