

Approved December 30, 2021

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

December 9, 2021

3:30 pm - 5:00 pm

Location: 14 Seminary Street, Middlebury, VT

VIA ZOOM

1. Call to order

The meeting was called to order at 3:32 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

2. Approve the Agenda

MOTION to approve the agenda was APPROVED by show of hands/voice vote.

3. Approve Minutes - November 30 - tabled until next meeting

4. Financial

- a. Grants - H 360 grant funds approved by Vermont Community Broadband Board (VCBB) have still not arrived. All the other Community Union Districts granted pre-construction funds by VCBB, also report that the funds have not been received. Latest promise on delivery is "10 days." Also, regarding allocations from member towns, Steve H. advised that when towns contribute, this good news should be shared with the delegates of all the member towns.
- b. Re-Connect Program - research into eligibility requirements continues. Elle deV will send the eligibility language to the auditors for clarification and Steve H. will bring the matter up for discussion at the December 20 meeting of Vermont Communication Union Districts Association (VCUDA) meeting.
- c. Treasurer's Report - not needed
- d. Broadband subsidies - Steve H. has attended several meetings hosted by VCUDA. Nancy C. spoke again with Holly Groschner at length. Steve H. and Nancy C. shared information gleaned from these meetings, and suggested different options on the timing of steps Maple Broadband (MB) could take - one option being gathering information and laying the groundwork for future action and the second option being tabling the issue and taking no action until MB has sufficient subscribers.

5. Operations

- a. GMP/VPS coordination - Steve H. reported that he and Ellie dV. met with 8 representatives from Green Mountain Power (GMP), and 3 from Vantage Point Solutions (VPS) last Friday and that meeting was very productive. VPS will be sending GMP a packed of information

on the planned network design for Maple Broadband and GMP will be sharing information with VPS that will help refine the model. A non disclosure agreement is in process.

- b. VPS update - Immediately after the GMP / VPS coordination meeting, Steve H. and Ellie dV. discussed the network design and build-out sequence with Cole from VPS. The network design includes two hubs - one in the northern section and one in the southern section of the service area. Carol from Valley Net had advised Steve H. that it was not necessary to build a central hub in Phase 1, as was the previous plan. Steve H. and Ellie dV. have been reviewing the proposal from VPS, for fiber to the premise and transport electronics engineering. Maple Broadband's revised plan to eliminate the building of a central hub in Phase I eliminates the need for transport electronics, so VPS is revising their proposal. VPS will put together Request for Proposals (RFPs) for construction work and will help MB select vendors. Assumption is that construction work will begin in October of 2022. At the end of the full build the two central hubs will be connected by two diverse fiber connections, one on the western side of the service area and one on the eastern side - thereby creating resiliency. Steve H. added that the infrastructure of and assistance from Vermont Electric Power Company (VELCO) will help make those connections.
- c. VCUDA Cable pre-purchase - MB has formally signed up to pre-purchase cable through the group buying program offered by the Vermont Communication Union Districts Association. This is the only option open to obtain cable at this time.
- d. Ellie report- one person sent an email asking when service will be available.

6. Marketing

Presentations are scheduled with the Town of Monkton and Addison County Democrats. Steve H. will do these presentations and Nancy C. will join him in Monkton. No update has been received on progress on content for the newsletter. Steve H. will follow up.

7. Executive Session

MOTION was made 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.

MOTION was made 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 5:12 pm.

8. Other Business

none

9. Future meetings: December 30

It was agreed to cancel the weekly meetings scheduled for December 16 and 23. If something urgent comes up before December 30, an emergency meeting can be scheduled with 24 hour notice.

10. Adjourn

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 5:19 pm.

Submitted by Sharon Tierra, Minute-taker