

Approved January 20, 2022

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

January 6, 2022

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 3:34 pm by the Chair.

PRESENT

Steve Huffaker, Chair, Ferrisburgh

Nancy Cornell, Vice-Chair, Starksboro

Magna Dodge, at large representative from Cornwall

Dan Sonneborn, at large representative from Bristol

Ellie de Villiers, at large representative from New Haven

Adam Lougee, Clerk, Addison County Regional Planning Commission (ACRPC)

Cy Tall, Treasurer

2. Approve the Agenda

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

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

4. Financial

- a. Grants - an updated grants report was presented at the Governing Board meeting on January 5. Adam L. will review the pre-construction grant agreement regarding questions that were discussed at this meeting regarding billing issues.
- b. Treasurer's Report - Cy Tall presented the Treasurer's Report at the Governing Board meeting on January 5.

5. Operations

- a. GMP/VPS coordination - Ellie dV. will follow up with Green Mountain Power (GMP) regarding the file with information about the underground assets installed by GMP that is to be shared with Vantage Point Solutions (VPS).
- b. VPS update - in preparation for filling out the construction grant application, a clear estimate of the cost of building out 100% of the network (20 towns) is needed. There is a large difference in cost between the calculations done by VPS and the calculations done by ValleyNet. The assumptions of VPS and of ValleyNet need to be examined. For the construction grant application, a unified model for construction costs that is in harmony with the business plan is essential. Magna D. and Steve H. spoke with VPS today will meet tomorrow with ValleyNet to address this pressing issue.

- c. Middlebury College intern - Middlebury College will be providing the funding for an intern. When the College is ready to receive applications, it is important to apply as soon as possible. Tasks for an intern at Maple Broadband are being formulated.
- d. Ellie report- no inquiries recently.

6. Marketing

- a. The RFP was issued on December 30. At this point, 3 bidders have expressed interest. Dan S. suggested there may be a few more and he has reached out to them. Steve H. advised that deadlines could be extended a bit, but not more than one more time. Dan S. will update Steve H. tomorrow with the names of any additional bidders.

- b. Town Meeting Day Maple Broadband report - a simplified 2021 Maple Broadband Annual Report has been provided to the Select Boards of the member towns. Initial feedback from Select Board members indicates that this document is helpful.

7. Other Business - none

8. Executive Session - not needed

9. Future meetings: January 13

11. Adjourn

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 4:19 pm.

Submitted by Sharon Tierra, Minute-taker