

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

November 30, 2021

3:00 pm - 5:00 pm

**Location: 14 Seminary Street, Middlebury, VT
VIA ZOOM**

1. Call to order

The meeting was called to order at 3:00 pm by the Chair.

PRESENT

- Steve Huffaker, Chair, Ferrisburgh
- 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
- Stan Fedynyshyn, Walker and Associates, Inc.
- Julie Koontz, Walker and Associates, Inc.
- John Gautieri, Power & Tel
- Tami Sherman, Power & Tel

2. Approve the Agenda

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

3. Approve Minutes - November 11, November 18

MOTION to approve the minutes of November 11 and November 18 was APPROVED by show of hands/voice vote.

4. Fiber Cable RFQ bid Opening

Because of the prohibition to obtain cable manufactured offshore (new information received by Maple Broadband within the last two weeks), the committee could not consider the previous bids and had to ask the three bidders to submit new bids. The table below captures details of new bids received.

Distributor	Manufacturer	Quote 1: 2023 construction season	Quote 2: 2022 24-strand backfill
Power & Tel	Superior Essex	\$809,682	\$111,388
Walker	CommScope	\$872,144	\$126,312
Graybar	Prysmian	\$1,073,236	\$168,000
	INCAB America	\$1,012,886	Same as Prysmian

(recording of the meeting announced)

4. Financial

- a. Grants - Steve H. reported and Cy T. confirmed that the pre-construction funds approved by the Vermont Community Broadband Board (VCBB) have not yet been received. These funds are expected in the next few days, and a follow up with the VCBB may be needed, if they do not arrive in a timely manner. The first payment from Maple Broadband (MB) to Vantage Point Solutions (VPS) is in process.
- b. Auditor Request for Proposals (RFP)- Ellie dV. presented information comparing the two bids and discussed the basis for the recommendation she and Cy T. are making. MOTION to recommend Batchelder Associates to the Maple Broadband Governing Board as Auditor for the period up to December 31, 2021, was APPROVED by show of hands/voice vote.
- c. Treasurer's Report - will be presented at the Governing Board meeting on November 1. Steve H. shared a copy of the 2022 Budget with the latest changes made.
- d. Broadband subsidies - no new information at this time, investigation of possibilities continues.

5. Operations

- a. GMP/VPS coordination - Ellie dV. arranged a call with GMP and VPS on December 3. Steve H. will prepare an agenda and visuals. Ellie dV. agreed to follow up with Green Mountain Power (GMP) in signing a mutual NDA (Non-Disclosure Agreement). Steve H. added that he has had magnetic Maple Broadband signs made to attach to the vehicles that VPS will be using for the pole survey work in MB's service area. Steve H. also said he will be reaching out to Vermont Electric Power Company (VELCO) in early December.
- b. VCUDA Cable pre-purchase - Steve H. reported that Maple Broadband, along with all the other Communication Union Districts in Vermont, has been prohibited by the Vermont Community Broadband Board (VCBB) using grant funds to purchase cable that is not manufactured in the United States. A formal agreement is not yet signed, but in principle, MB will be signing up to pre-purchase cable through the group buying program offered by the Vermont Communication Union Districts Association.
- c. Hardware and electronic pre-purchase - discussions are ongoing with Waitsfield Champlain Valley Telecom (WCVT) with priority being given to hardware and electronics that VCVT uses and has experience with, since they will be the operator of Maple Broadband's system.
- d. Ellie report- one person filled out the interested in fiber survey.

6. Marketing

No report today.

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 4:42 pm.

8. Other Business

none

9. Future meetings: December 9

10. Adjourn

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 4:43 pm.

Submitted by Sharon Tierra, Minute-taker