

Approved March 1, 2022

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

February 10, 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 3:32 pm by the Chair.

PRESENT

Steve Huffaker, Chair, Ferrisburgh

Nancy Cornell, Vice-Chair, Starksboro

Dan Sonneborn, at large representative from Bristol

Ellie de Villiers, at large representative from New Haven

Magna Dodge, at large representative from Cornwall

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

Cy Tall, Treasurer

2. Approve the Agenda

MOTION to approve the agenda as modified (with deferral of Construction Grant update and VPS update to Executive Session) was APPROVED by show of hands/voice vote.

3. Approve Minutes - January 20, 2022

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

4. Financial

a. Grants - Nancy C. reported that she is still waiting to hear when funds of pre-approved grant of \$30,000 from Rural Business Development will be released.

b. H360 Grant Supplement - the formal request for the supplement was submitted to Vermont Community Broadband Board (VCBB) today. Steve H. clarified that the funds in the H360 grant will need to be spent by December 31, 2023, not by 2025 or 2024, as the committee previously understood. In response to this new information about the 2023 deadline, Steve H. and Magna D. revised the request and constrained the interval accordingly, and added language about "make ready funds" before submitting.

c. Construction Grant Update - deferred to Executive Session

5. Operations

a. VCBB / Incidental Overbuild Constraint - could be problematic for Maple Broadband build-out. Magna D. will contact David Jones to discuss.

b. GMP/ VPS coordination report - provision of underground cable information by Green Mountain Power to Vantage Point Solutions has not yet happened, but is not critically needed by VPS yet.

c. VPS update - deferred to Executive Session

d. Ellie report - 2 people filled out the interested in fiber form, one from Orwell, one from Shoreham.

6. Marketing - RFP update and next steps - the process of choosing a marketing firm has resulted in 2 finalists (Pivot and Plus One). Magna D. and Dan S. have met with both firms and considered them using 4 criteria. MOTION was made to delegate Magna D. and Dan S. to develop consensus around choosing the correct firm and report back to the committee at the next meeting. Motion APPROVED by show of hands/voice vote.

7. Other Business

- Adam L. said that he received a request from Russell Young from Orwell, for information about which member towns have contributed funds so far, and how much in total Maple Broadband has received from member towns. All agreed that Adam L. should provide this information to Mr. Young.
- Ellie deV. suggested that Insurance be added as a standing agenda item for future meetings.

8. 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 committee came out of Executive Session at 5:17 pm.

9. Future meetings: February 24

At the February 24 meeting, the bid openings for the two capital items will be opened.

11. Adjourn

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 5:20 pm.

Submitted by Sharon Tierra, Minute-taker