

Approved June 16, 2022

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

June 9, 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

Ellie de Villiers, at large representative from New Haven

Magna Dodge, at large representative from Cornwall

Dan Sonneborn, at large representative from Bristol

Cy Tall, Treasurer

Adam Lougee, Clerk, Addison County Regional Planning Commission

2. Approve the Agenda

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

3. Approve Minutes - May 19, 2022 and May 27, 2022

MOTION to approve both sets of minutes as drafted was APPROVED by show of hands/voice vote.

4. Public Comments - none

5. On-site Project Representation (OPR) bid opening - tabled to June 20, as deadline for bids has been extended.

6. Financial - items in this section deferred to Executive Session

a. WCVT sub grant

b. Grants management planning

c. Affordable Connectivity Program (ACP)

7. Operations

a. GMP coordination update - there are two outstanding pole applications. Also some poles are in need of replacement. Green Mountain Power (GMP) and Vantage Point Solutions (VPS) are in the process of determining who is liable for the cost of replacing them.

b. Insurance update - no update today

c. Phase I A Hub locations update - a number of locations for the first hub in the Phase IA area were considered and one has been spotted as the best choice. Discussions with the landowners are ongoing.

I. Civil engineering - in process

II. Permitting - no update today

d. Materials logistics update - Ellie dV. and Steve H. will go to Waitsfield and Champlain Valley Telecom (WCVT) to verify materials delivered.

e. Ellie report - tabled until a future meeting

8. Marketing - all items in this section tabled until future meeting

a. Pivot start date

b. CrowdFiber

c. Intern update

9. 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 4:50 pm.

10. Other

a. MOTION to recommend to the Governing Board that Magna Dodge be appointed Chief Financial Officer of Maple Broadband was APPROVED by show of hands/voice vote (Magna D.abstained). The Executive Committee will bring this recommendation to the Governing Board at its next meeting.

b. After discussion of the conditions and reporting requirements of the USDA Rural Business Development grant, all agreed that this \$30,000 should be accepted. It is a 12 month grant that can be extended for an additional 12 months

c. VPS has provided Maple Broadband with a bidder list of contractors. Ellie dV. will ask the Northeast Kingdom Community Union District if they know of other contractors that could be added to this list.

11. Future Meetings: June 16 (regular meeting) and June 20 (OPR bid opening)

12. Adjournment

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 5:00pm.

Submitted by Sharon Tierra, Minute-taker