

Approved June 9, 2022

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

May 19, 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 3:33 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 (ACRPC)

Guest from Cornwall

2. Approve the Agenda

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

3. Approve Minutes - May 5, 2022

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

4. Financial

a. Grants management planning - tabled until a future meeting

b. Construction grant update - Steve Huffaker met with the Vermont Community Broadband Board (VCBB) and the CEO of GoNetSpeed on May 16. GoNetSpeed has also applied for a construction grant to build a fiber network in some of the towns that are members of Maple Broadband. After both organizations presented their cases, the VCBB did not make a decision. Instead, the VCBB has given Maple Broadband and GoNetSpeed 3 weeks to come to consensus and "work it out". The link to the recording of the VCBB meeting of May 16 can be accessed on the VCBB website.

c. Affordable Connectivity Program (ACP) - tabled until a future meeting.

5. Operations

a. GMP coordination update - tabled until a future meeting.

b. Insurance update - Ellie dV. reported that Maple Broadband now has property insurance in place - \$750,000 of coverage.

c. WCVT secure staging update - equipment has begun to arrive. 20+ miles of cable arrived today. Steve H. said he will be going very soon to inspect and take photos.

- d. OPR RFP update - Ellie dV. and Steve H. and Magna D. worked on the final draft, that has been distributed to the Committee. MOTION made to release the RFP. Motion APPROVED by show of hands/voice vote. Steve H. said he plans to issue the bid this coming Monday.
- e. Phase I A Hub locations update - tabled until a future meeting.
 - I. Civil engineering
 - II. Permitting
- f. Ellie report - 4 more people filled out the interested in fiber form.

6. Marketing

- a. Pivot start date - to be set at the appropriate time
- b. CrowdFiber - Dan S., Ellie dV. and Steve H. attended a recent meeting with Kurt from Waitsfield and Champlain Valley Telecom (WCVT) and a representative from CrowdFiber.

7. Other

- a. The guest from Cornwall said there is some road work involving culverts in his neighborhood and wondered if, when fiber is installed, digging on his road would need to take place again. Steve H. explained that in most places, fiber will be installed on poles, not underground, and that when the time comes to bring fiber to his town and neighborhood, the people will be fully informed with all the details. For the convenience of future guests, Public Comments will be a standing agenda item from now on, at the top of the agenda.
- b. WCVT sub-grant - WCVT has requested a pre-construction grant to do work in Maple Broadband member towns that they are responsible for. Nancy C. has created a document that is an amendment to the Act 71 pre-construction grant. WCVT will provide grant documentation that Maple Broadband will then incorporate into the monthly report to VCBB.
- c. The Committee briefly discussed the likelihood that certain tasks, such as inventory management, will need to be outsourced.
- d. Praise for Magna Dodge- all agreed that the contribution Magna Dodge has made during her time on the Executive Committee has been tremendous and needs to be celebrated.

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 4:54 pm.

10. Future Meetings: May 27

11. Adjournment

MOTION to adjourn the meeting APPROVED by show of hands/voice vote. The meeting was adjourned at 5:12 pm.

Submitted by Sharon Tierra, Minute-taker