

Approved January 19, 2023

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

January 12, 2023

4:00 pm - 5:00 pm

Location: 14 Seminary Street, Middlebury, VT

VIA ZOOM

Recording announced.

1. Call to Order

The meeting was called to order at 4:01 pm by the Executive Director.

PRESENT

Steve Huffaker (Ferrisburgh) - Chair

Carl Siebecker (Shoreham) - Vice-Chair

Nancy Cornell (Starksboro) - At large

Dan Sonneborn (Bristol) - At large

Shannon Haggett (Vergennes) - At large

Ellie de Villiers – Executive Director (ex officio)

Cy Tall – Treasurer (ex officio)

2. Approve the Agenda - MOTION to approve the agenda as posted was APPROVED unanimously by show of hands/voice vote.

3. Previous meeting minutes approval: January 5, 2023 - MOTION to approve the minutes (2nd draft) was APPROVED unanimously by show of hands/voice vote.

4. Public Comments - none

5. Chair Report - Steve Huffaker - Steve said he would like an item on the agenda for the next meeting: job description or charter of the Maple

Broadband Executive Committee. Steve would like the committee to discuss 2 questions: 1) Is there risk if we don't write a job description or charter? 2) Is there a need for it?

6. 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 unanimously 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 unanimously by show of hands/voice vote.

Steve H. stated that all present on the call are invited to attend the session. The committee went into Executive Session at 4:10 pm and came out at 4:45 pm.

MOTION to proceed with Option 2 of the build plan was APPROVED unanimously by show of hands/voice vote.

7. EAB proposal discussion

The Committee discussed the updated proposal, including breakdown of costs, timeline, and marketing, and related issues. The proposed budget for the first year is \$22,000 (\$12,000 for customer subsidies and \$10,000 to EAB). The \$10,000 fee (\$6,250 flat fee + \$3,750 step fee) to EAB would be a customer acquisition cost. The \$12,000 portion would be either a customer acquisition cost or revenue reduction. EAB provides materials to partners such as schools, and health and human service offices, and has experience in effective ways to connect with people who qualify for assistance based on their income. It was agreed that the right time to begin with EAB will be once Maple Broadband is signed up with the Affordable Connectivity Program (ACP) and has the co-marketing plan with EAB ready to go. Another meeting is planned with Holly Groschner, Ellie dV. and Dan S. to discuss the co-marketing. It was also agreed that the committee wants to learn more about EAB as an organization.

8. Settlement policy

a. Settlement items discussion - tabled until next meeting

9. Other Business - none

12. Future Meeting: January 17, 2023, 3:30 pm - 5:00 pm

13. Adjournment -

MOTION to adjourn the meeting was APPROVED unanimously by show of hands/voice vote.

The meeting was adjourned at 5:10 pm.

Submitted by Sharon Tierra, Minute-taker