

Approved February 23, 2023

**Addison County Communications Union District (dba) Maple Broadband**

**Executive Committee Meeting Minutes**

**February 16, 2023**

**3:30 pm - 4:00 pm**

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

**VIA ZOOM**

Recording announced.

1. Call to Order

The meeting was called to order at 3:30 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)

Magna Dodge - Chief Financial Officer (ex officio)

Cy Tall – Treasurer (ex officio)

2. Approve the Agenda - MOTION to approve the agenda as modified, by striking #6 Affordability-EAB and adding two items: 1) procurements of cable and batteries and 2) Vergennes hub update, was APPROVED unanimously by show of hands/voice vote.

3. Previous meeting minutes approval: February 9, 2023 - MOTION to approve the minutes as presented was APPROVED unanimously by show of hands/voice vote.

4. Public Comments - none

## 5. Easement RFP bid opening

Two bids were received:

- Bernard & Gervais - \$3,500, with work completed within 45 days
- Button Professional Land Surveyors - \$9,330, 5 weeks to complete work

Next step: bid leveling by Ellie dV.

## 6. Procurements

a. Batteries - after discussion, MOTION to issue a purchase order in the amount of \$6,079.54 to Graybar for the batteries needed to maximize the capacity of three Phase I hubs, was APPROVED unanimously by show of hands/voice vote.

b. Cable - Steve H. reported that the purchase order for STL cable from Power & Tel had to be canceled because the manufacturer informed Power & Tel and Maple Broadband that they are unable to fulfill the order. However, Power & Tel said they will honor their previous quote for Prysmian cable. After discussion, MOTION to issue a purchase order in the amount of \$382,259 to Power & Tel for Prysmian cable was APPROVED unanimously by show of hands/voice vote.

## 7. Vergennes hub update

Shannon H. reported that he and Steve H. attended the meeting of the Vergennes City Council on February 14. The City considered the option and has offered to waive the zoning application fees. However, an obstacle to siting the hub on land owned by the City has been discovered, because the citizens must approve any lease or easement on City land. It is too late to get on the Warning for the 2023 Town Meeting, so the vote would need to take place either at 2024 Town Meeting or by Australian ballot after a Special Meeting was warned and held. Steve H. described two other sites on Comfort Hill that are being explored, and will report on findings at the next meeting.

## 8. Future Meeting: February 23, 2023, 3:30-5:00 pm

## 9. Adjournment -

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

The meeting was adjourned at 4:45 pm.

Submitted by Sharon Tierra, Minute-taker