

**Maple Broadband**  
**Addison County Communications Union District**  
**Monthly Meeting Minutes**  
**December 13, 2022 5:00 p.m. – 6:30p.m.**  
**VIA TEAMS**

1. Call to Order:

Steve Huffaker, Chair of Maple Broadband opened the meeting at 5:00 p.m. and welcomed the representatives of the member towns and members of the public. The following people were present:

Steve Huffaker, Chair, Delegate Ferrisburgh;  
Ellie de Villiers, Executive Director, Delegate New Haven;  
Magna Dodge, CFO, Delegate Cornwall;  
Paul Nikolich, Delegate Addison;  
Dan Sonneborn, Delegate Bristol;  
Kate McGowan, Alternate Lincoln;  
Ross Conrad, Delegate Middlebury;  
Hugh McLaughlin, Alternate Middlebury;  
Paul Vaczy, Delegate Salisbury;  
Nancy Cornell, Delegate Starksboro;  
Shannon Haggett, Delegate Vergennes;  
Spencer Putnam, Delegate Weybridge

Adam Lougee, Clerk, non-member representing Addison County Regional Planning Commission;  
Cy Tall, Treasurer Cornwall;  
Chris Stone, Wesco Distribution.

2. Agenda Approval. Steve asked for additions or changes to the agenda **Nancy Cornell moved to approve the agenda. Paul Vaczy seconded the motion, which passed unanimously by a voice vote/show of hands.**
3. Approve Meeting Minutes from November 10, 2022. **Nancy Cornell moved to approve of the November meeting minutes. Ellie de Villiers seconded the motion to approve the minutes. All approved the minutes, by a voice vote/show of hands.**
4. Public Comments: Chris Stone of Wesco Distribution introduced himself to Maple Broadband and offered the services of his company.

5. Chair Report: Steve reported that Maple Broadband had a really productive week. The First equipment pad was poured in Cornwall and the splitter cabinets were installed today.

Steve showed the Shoreham pad on the screen and noted that we needed to get GMP to perform “make ready” work on poles to allow us to hook up the hub. **Nancy Cornell moved that Maple Broadband pay GMP \$10,498 to enable it to begin with make ready work on the poles to connect the Shoreham hub. Ellie de Villiers seconded the motion.** Ross asked about other options. Steve noted that Maple Broadband had investigated and exhausted all other options. **The motion passed unanimously.**

Steve then showed a picture of a central hub and noted Maple Broadband is proposing creating two hubs for redundancy. One will be in Vergennes. It will house a lot of expensive equipment. Steve also noted that WCVT uses Juniper Systems for its network. It recommends and Steve endorses using Juniper Systems for Maple Broadband to simplify operations and maintenance. Steve also noted that the Executive Committee would like to put out a bid to multiple vendors for Juniper Systems equipment.

6. Vote on 2022 Annual Report and 2023 Budget: Steve presented the documents that had been distributed before the meeting and asked for questions. Hearing none, **Steve moved to approve the annual report and budget. Nancy Cornell seconded the motion, which passed unanimously by voice vote/show of hands.**
7. Operational Report. Steve noted that Construction of Phase 1A began on October 4, 2022. Vantage Point, Maple Broadband’s project engineers are the acting onsite supervisor. We have signs out with our crews and people are seeing Maple Broadband out in the community. Steve stated that the cable work is moving along smoothly with Syracuse Utilities, our main contractor. Steve noted the cabinet will be on in a week or two. It will take more time to connect to WCVT’s system. Steve anticipates a soft launch serving a very limited number of customers in two weeks. Once that soft launch is completed **Maple Broadband will open the entire network in January.**
8. Marketing report. The CrowdFiber platform is up and running. Ellie reported that to date we have 78 inquiries. We have 103 passings in Phase 1A, which will launch. Even without marketing, we have a good response rate to date. Direct marketing efforts will start in earnest soon. Ellie noted that we have sent a postcard to all addresses within the Phase 1A build area that have not already signed up via CrowdFiber or email. Dan noted we also intend to set up a content calendar, post to Front Porch Forum and put out a newsletter.
9. Phase II Planning Report: Steve noted he was pleased to report that at the VCBB meeting on Monday the Board presented a new policy around overbuild. The new policy states that CUDs may use grant money to build in areas not currently served by fiber at the time of the grant. This reverses the previous rule and will allow Maple Broadband to fill in holes in its Phase 1 build previously blocked by GoNetSpeed’s claims it would build fiber to them soon.

Maple Broadband will do that construction as it is building Phase 1B. Maple Broadband is now starting to define its Phase 2 build to focus on underserved areas where we can gain market share and build customers and revenue. VCBB also announced it expects to receive its first BEAD grant from the NTIA in **January 2024. Maple Broadband is seeking alternative financing to make sure it can continue to build its networks between its current grant funding and the BEAD grant funding.**

10. Delegate appointments reminder – Leicester, Whiting. Steve asked that members continue to seek out potential delegates from Whiting and Leicester.
11. Town contributions update. Steve looked to the Delegates to persuade their boards to contribute other funds soon. We will get a VCBB dollar for dollar match on all funds raised. Ellie will be reaching out to towns early next year, following service launch.
12. Other business. Ross Conrad asked about service to camps and other off grid premises. Steve noted that service to isolated off-grid camps can be very expensive. Maple Broadband will follow the VCBB guidance and generally not supply those camps. However, if something is close and/or the owner is willing to pay, Maple Broadband would consider providing service.
13. Next meeting: January 10th, 2023.
14. Adjourn. **Nancy Cornell moved to adjourn the meeting. Paul Vaczy seconded the motion, which passed unanimously by a voice vote, show of hands at 6:15 p.m.**