

**Maple Broadband**  
**Addison County Communications Union District**

**Meeting Minutes**

**June 12, 2023 5:00 p.m. – 6:30p.m.**

**VIA TEAMS and live at ACRPC**

1. Call to Order:

Steve Huffaker, Chair of Maple Broadband, opened the meeting at 5:06 p.m. and welcomed the representatives of the member towns and members of the public to Maple Broadband's June meeting. The following people were present:

Paul Nikolich, Delegate Addison;  
Mike Sheets, Alternate Bridport;  
Steve Huffaker, Delegate Ferrisburgh;  
Kate McGowan, Delegate Lincoln;  
Ross Conrad, Delegate Middlebury;  
Ellie de Villiers, Delegate New Haven;  
Bill Goddard, Delegate Orwell;  
Paul Vaczy, Alternate Salisbury;  
Justin Boyer, Delegate Salisbury;  
Carl Siebecker, Delegate Shoreham;  
Nancy Cornell, Delegate Starksboro;  
Shannon Haggett, Delegate Vergennes;  
Spence Putnam, Delegate Weybridge;

Adam Lougee, Clerk, non-member representing Addison County Regional Planning Commission

Cy Tall, Treasurer Cornwall

Aidan Kirby, Intern Middlebury

2. Agenda Approval. Steve asked for additions or changes to the agenda. **Carl Siebecker moved to approve the agenda as presented. Ellie de Villiers seconded the motion, which passed unanimously by a voice vote/show of hands.**
3. Approve Meeting Minutes from May 9, 2023. **Carl Siebecker moved to approve the May Annual meeting minutes. Ellie de Villiers seconded the motion to approve the minutes. All approved the minutes, by a voice vote/show of hands. Kate McGowan, Bill Goddard, and Paul Vaczy abstained**
4. Public Comments: None.
5. Chair Report: Steve passed on his chair report.

6. Financial: Cy reviewed Maple Broadband's financial dashboard with the board. She noted we continue to be in good financial shape. Ellie focused on some of the operating metrics in the report. She noted our business plan overstates the construction that would be completed 6 months into the year, and for that reason it also overstates our projected revenues at this time. She expects we will catch up at the end of the year. In the meantime, she noted our take rate is very good, beating predictions substantially. She also noted that when we are able to offer telephone service next month, she expects our average revenue per unit "ARPU" to increase to approximately the level of our business plan's projections.
7. Service Operations Standards: See "Financial" above.
8. Marketing Report. Ellie delivered the marketing report. She introduced Maple Broadband's summer intern, Aidan Kirby. Ellie noted that one of the areas she intends to emphasize with Aidan's help is Maple Broadband's local ground game. She looks forward to Aidan's help being at events in the service territory.
9. Affordability: Maple Broadband has successfully registered with the federal Affordable Connectivity Program. It means that we can start offering federal subsidies to our subscribers. We are also in the process of contracting with a non-profit named Equal Access to Broadband. It helps people navigate the federal applications and receive the federal subsidies.
10. Make Ready: GMP must make poles ready for Maple Broadband to use. Then they get rental money from Maple Broadband's use of their poles. GMP is behind its obligations to make poles ready for Maple Broadband and it is impacting our construction. However, the good news is that GMP now seems to have changed its stance and will be working to move make-ready work faster. This is good news, but the proof is in the pudding.
11. Phase 1 status: Syracuse Utilities is currently building Phase 1B for Maple Broadband. We are happy with their pricing and work. Phase 1C will be built next. Steve Huffaker reminded the Board that Phase 1C consisted of places in Phase 1 where the Vermont Communications Broadband Board rules had previously prohibited Maple Broadband from building, but due to changes, now allow Maple Broadband to build and the board authorized for construction at its last meeting. Lastly, the Shoreham hub is now under construction.
12. Phase 2 status & Vergennes hub: Maple Broadband is in the design phase for Phase 2 of its build. Pole applications are going well with GMP (we submitted them early) and the detailed design work should be done in July for an anticipated construction start date as early as the fall. Maple Broadband has acquired an easement for its hub and will be in front of the Development Review Board to get its local permits in Vergennes next week.
13. BEAD: BEAD is a federal funding program that Vermont intends to use to build broadband. It has a number of regulations regarding its use that Vermont is just learning. We will know

more about the hoops we will need to jump through at our July meeting. However, we expect Maple Broadband will apply for BEAD funding.

14. Delegate reappointments and appointments reminder – Leicester and Whiting. Steve asked that members continue to seek out potential delegates from Whiting and Leicester.

15. Other business. None.

16. Next Meeting: July 11, 2023 at 5:00 p.m. We do not meet in August so the Executive Committee will be asking the full board to approve several critical construction items in July.

17. Adjourn. **Spence Putnam moved to adjourn the meeting. Paul Nikolich seconded the motion, which passed unanimously by a voice vote/show of hands at 6:05 p.m.**

Respectfully submitted,

Adam Lougee, Clerk