

Approved November 30, 2023

Addison County Communications Union District (dba) Maple Broadband

Executive Committee Meeting Minutes

November 16, 2023

3:30 pm - 5:00 pm

Location: 14 Seminary Street, Middlebury, VT

VIA ZOOM

PRESENT

Steve Huffaker (Ferrisburgh) - Chair

Nancy Cornell (Starksboro) - At large

Shannon Haggett (Vergennes) - At large

Ellie de Villiers – Executive Director (ex officio)

Adam Lougee - Clerk (ex officio)

Cy Tall - Treasurer (ex officio)

Kurt Gruending, WCVT

Roger Nishi, WCVT

Mark Senecal, WCVT

Lee Cheney, WCVT

1. Call to Order / Agenda Approval

Recording announced. The meeting was called to order at 3:32 pm by the Executive Director. MOTION to approve the agenda as amended with the addition of make ready approvals (8b) was APPROVED unanimously by show of hands/voice vote.

2. Previous meeting minutes approval: November 2, 2023

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

3. Executive Session

MOTION was made to find that general public knowledge of Maple Broadband's confidential personnel matters would clearly place Maple Broadband at substantial disadvantage. Motion APPROVED unanimously by show of hands/voice vote.

MOTION was made to enter into executive session to discuss Maple Broadband's personnel matters 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.

The Committee went into Executive Session at 3:35 pm and came out at 3:55 pm. No action was taken.

4. Waitsfield and Champlain Valley Telecom (WCVT) operations discussion

Roger Nishi, VP of Industry Relations; Kurt Gruending, VP of Marketing and Business; Lee Cheney, VP of Network Operations; and Mark Senecal, I&M Supervisor met with the Executive Committee. The WCVT staff presented information and answered the committee's questions about the customer experience, beginning with registration through CrowdFiber, communications with customer service reps, site survey, installation, account set up and billing, and ongoing customer support and technical assistance. Time constraints prevented the full presentation and a longer discussion, so the WCVT team offered to come back at a later date to continue discussions.

5. Public Comments - none

6. Executive Director Report - Ellie dV. tabled

7. Chair Report - Steve H. - tabled

8. Calls for decision / key discussion topics

a. Cash investment decision

Cy T. reported on the results of her research on interest bearing options at National Bank of Middlebury (NBM). The CD option would earn 4.5% interest but would tie up cash for 7 months. The other option is a special checking account that earns 2% interest, with full access to the cash at all times.

MOTION to open a special checking account at NBM bearing 2% interest at NBM was APPROVED unanimously by show of hands/voice vote.

b. Make ready approvals

Matt Hubbard has reviewed and approved the following make ready invoices for poles in Vergennes:

\$22,395.82

\$29,457.43

MOTION to approve payment of the above invoices was APPROVED unanimously by show of hands/voice vote.

Ellie dV. added that she signed a make ready work order for poles in Orwell, that are expected to be 100% covered between tariff rider credits and GMP contributions.

9. Other Business - none

11. Future Meetings: November 30, 2023

Adjournment - MOTION to adjourn was APPROVED unanimously by show of hands/voice vote.

The meeting was adjourned at 5:00 pm.

Submitted by Sharon Tierra, Minute-taker