

Maple Broadband
Addison County Communications Union District

Meeting Minutes

June 11, 2024 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 5:04 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;
Ben Skolozdra, Delegate Bristol;
Steve Huffaker, Delegate Ferrisburgh;
Jennei Rossigg, Delegate Leicester;
Ellie de Villiers, Delegate New Haven;
Jim Walsh, Alternate New Haven;
Bill Goddard, Delegate Orwell;
Zapata Courage, Delegate Ripton;
Justin Boyer, Delegate Salisbury;
Carl Siebecker, Delegate Shoreham;
Richard Warren, Alternate Starksboro;
Shannon Haggett, Delegate Vergennes;
Leslie Huston, Delegate Waltham;
Spencer Putnam, Delegate Weybridge;

Cy Tall, Treasurer and non-voting member;

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

2. Agenda Approval. Steve asked for additions or changes to the agenda. **Jim Walsh moved to approve the agenda. Paul Nikolich seconded the motion, which passed unanimously by a voice vote/show of hands.**

3. Approve Meeting Minutes from May, 2024. **Shannon Haggett moved to approve the minutes. Carl Siebecker seconded the motion, which passed unanimously by a voice vote/show of hands, but with abstentions from Paul Nikolich and Jim Walsh.**

4. Public Comments: None.

5. Chair Report: Steve Huffaker noted we continue to make good progress on construction. Phase 1 as launched is completed to serve unserved and underserved areas.

Steve shared a graphic of our Phase 2 construction. Most of the Phase 2 construction is completed except for portions of work that we intend to complete with BEAD funding and a small portion of Ferrisburgh.

Phase 3 construction is well underway. Most of Orwell is complete. All of Leicester still remains. We are looking for a hub location in Leicester.

6. Bylaw Changes: Ellie noted the proposed changes are in the Board package. The changes include generally administrative changes in three areas:
 - a. Include the Executive Director as an ex officio member of the Executive Committee;
 - b. Creating a nominating process for electing the Executive Committee; and
 - c. Other date changes to reflect actual practices for creating budgets, filing the annual report and holding the annual meeting. Recent changes in statute enabled these changes.

Steve Huffaker moved to approve the proposed changes to the bylaws. Ross Conrad seconded the motion, which all approved. Ellie noted our bylaws require two positive votes to change, so this will be on the agenda again next month.

7. Operations Report:

- a. Service availability. See Chair report. Ellie added that our planned build areas include coverage “holes” of already served properties because of our grant restrictions.

Zapata Courage asked about unserved areas in Ripton. Ellie noted that we are applying to BEAD to allow us to serve unserved areas, including Ripton. The results of that grant will dictate a lot of our future actions and pace of building.

- b. Construction Report. Ellie noted that we plan to spend all of our ARPA funding this year and then plan to transition to BEAD grant funding and/or debt financing next year.
- c. Marketing. Ellie announced that Maple Broadband has a new summer intern from Middlebury College. His name is Noah Price. Ellie will have him working on analysis and automations related to our business model. Ellie also noted we had an RFP out for a new marketing partner. We are looking for something more locally focused. She noted otherwise we continue to send the newsletter monthly and post to social media.
- d. Other. None.

8. Financial update:

- a. May Dashboard. Cy presented the financial statement that had been distributed to the Board ahead of the meeting. As of now, we are in good financial shape. Revenues and expenses remain in line with the business plan.

Cy noted the May dashboard increased by \$100,000 due to a BEAD capacity grant Maple Broadband successfully secured. She noted we will see an additional BEAD capacity grant of \$69,800 next month.

Ellie spoke to operations. She noted that we were also tracking our business plan with subscribers, passings and new connections, 46 this month, a new record.

- b. Audit/Treasurer's Update. Cy Tall noted that Maple Broadband expected to have the auditor's report completed within the next month. Cy noted that we need to account for all of our new infrastructure in this audit. Once that task is completed, we will complete the audit.

Cy will be stepping down as Treasurer once we have found a successor and Maple Broadband continues to look for a successor.

9. VCBB/VCUDA/BEAD Update.

- a. VCBB. Ellie noted the VCBB met yesterday. They supported a staff recommendation to use \$30M to help provide eligible federal grant recipients with match funding. If Maple Broadband is successful in our BEAD application, Maple Broadband would share in that funding. However, VCBB is still revising its affordability policy. VCUDA would like to work more closely with the VCBB on affordability.

- b. VCUDA. Ellie noted VCUDA had two new officers and, for the first time, a full Executive Committee, but that she is still serving as Chair.

10. Other business. Steve noted that Maple Broadband intended to competitively bid new design work for this year.

11. Delegate reappointments. **Cornwall and Whiting still need to appoint delegates.**

12. Next Meeting: July 9, 2024 at 5:00 p.m. WCVT will join us to discuss their operational metrics and build plans in order to meet their partnership goals.

13. Adjourn. **Paul Nikolich moved to adjourn the meeting, Spence Putnam seconded the motion, which passed unanimously by a voice vote/show of hands at 6:15 p.m.**

Respectfully submitted, Adam Lougee, Clerk