



October 8, 2019 Governing Board Meeting
Berlin Elementary School
213 Paine Turnpike N, Berlin, VT

Present: Governing Board Delegates: Jeremy Hansen (Chair, Berlin), Phil Hyjek (Middlesex), Greg Kelly (Barre City), David Healy (Calais), Tom Fisher (East Montpelier), Jonathan Williams (Marshfield), Ray Pelletier (Northfield), Siobhan Perricone (Orange), Michael Birnbaum (Plainfield), John Russell (Worcester), Andrew Gilbert (Cabot), Josh Jarvis (Barre Town); **Alternates:** Jeremy Matt (Plainfield), Allen Gilbert (Worcester), Jerry Diamantides (Berlin), Jared Thomas (Calais); **Other Officers:** Becca Schrader (Clerk and Treasurer); **Other Attendees:** ORCA camera person, Carol Monroe, Nathan Hock, Rosie Lecarre

Minutes

1. Call to order

Meeting was called to order by Hansen at 6:00 PM

2. Additions or changes to the agenda

Hansen noted that there are a lot of items on the agenda and we will likely have to have a second meeting in October. This meeting will be on October 22, 2019.

3. Public comment

There was no public comment.

4. ValleyNet's possible role, Carol Monroe

Carol Monroe presented how ValleyNet may be able to help CVFiber. The presentation included:

- A background on how ValleyNet got started and where they have been building.
- Why ValleyNet wants to help CVFiber
- Rural Development grants
- The Vermont Broadband Innovation grant
- ValleyNet is not able to help with wireless broadband
- The best-case timeline if we work with ValleyNet and how to think about where to build first
- ValleyNet's proposed relationship with CVFiber
- A summary of ValleyNet's revenue
- Possible financing options

Carol also answered a large number of questions from board members.

5. WCVT report back & observations about FTTH & ISPs, Andy Gilbert

Andy Gilbert reported that he and Hansen met with Waitsfield Champlain Valley Telecom. They are working on converting from copper to fiber, so their financial outlook and model is a bit different than what we'd be looking at. In terms of technology, they aren't excited about incorporating a different technology into the mix; they would rather stay with the technology they're currently using. Andy Gilbert also reported on some research he'd done into what it would take to set up a small fiber network vs. a small wireless network. He also mentioned SpaceX as a possible player in rural broadband delivery. His general conclusion is that Fiber To The Home is the way to go. Birnbaum said that he thinks there's space for wireless service to help bridge gaps.

6. Insurance, Josh Jarvis

Jarvis reported on conversations he has been working to get insurance waivers. We got both the auto and liability waivers so we don't need to buy any insurance at this time. An email from the Agency counts as documentation of the waiver. We need to sign the insurance agreement. The one caveat is that anyone we work with will need their own insurance. Hansen will submit the required final paperwork.

7. Treasurer's Report, Becca Schrader

Schrader reported that the balance of all accounts is \$7,247.85. All revenue has come from individual donations except for \$0.03 in interest. We haven't

had any expenses yet. Shrader also provided a summary of 2018 revenue and 2019 revenue-to-date and a summary of grant money.

8. Appointment of Clerk and Treasurer

Shrader is stepping down as Clerk and Treasurer, and candidates for these positions attended this meeting.

Nathan Hock shared a summary of his experience and qualifications for the Treasurer position and why he would like to be appointed. He said that he was primarily interested in the Treasurer position, but would be willing to take on the Clerk position as well if we need one person for both.

Rosie Lecarre shared her experience and qualifications and why she would like to be appointed. She said that her experience would align more with the Clerk position, but that she could also take on the Treasurer position.

Hansen said that if Lecarre and Hock were willing, he would make a motion to appoint them to the Clerk and Treasurer positions respectively. Lecarre said that she wanted some time to think about whether or not she wanted to accept the Clerk position. Shrader said that she would be willing to discuss the Clerk position with Lecarre.

ACTION: Motion by Hansen, second by Williams to appoint Hock as Treasurer. Vote was unanimous, motion carried. No Discussion.

9. Donor Software

Hansen asked the board if we want to go forward with donor software. Perricone shared details regarding Little Green Light, a potential donor software vendor. There followed discussion of the merits of Little Green Light and whether or not we need donor software.

ACTION: Motion by Andy Gilbert, second by Jarvis to have the Treasurer and Perricone investigate donor software and spend up to \$50/month on donor software. Vote was unanimous with one abstention, motion carried. Fisher asked who would have access to the data in the donor software. Hansen responded that at this point it would be the Treasurer and Perricone. There followed discussion of how to structure access.

10. Status of grants & applications

Hansen reported that he will be signing the USDA paperwork on the \$25,000 grant on October 9. There followed discussion of a press release for our towns.

Hansen reported that there is an RFP for the Broadband Innovation Grant and that the Business Development Committee will be applying for this funding.

11. Business Development Committee report back & reorganization

Healy reported that there was discussion of splitting the activities of the Business Development Committee into two subcommittees, one for grants and one for business-related items. Healy also reported on the status of survey responses. Middlesex has the highest response rate so far. Healy also shared some of the aggregate results of the survey. There followed discussion of the quality and usefulness of the survey results, what information we might want to share on the website, and how interested residents of various towns are in better internet access. Healy also reported that the Business Development Committee has been working on the RFP for the Feasibility Study and Business Plan and that he is hoping to have it ready to go out in the next couple of weeks.

Birnbaum reported on \$25 billion in CAF3 funding that may be available sometime around the end of 2020. He provided some details of what the current status of the strings that will likely be attached to these funds and some of the eligibility requirements.

Healy reported that Birnbaum is preparing his own application to the Broadband Innovation Grant and therefore cannot work on our application. Birnbaum clarified that his company is applying for one of the three awards and is therefore recusing himself from any discussions around this topic that occurs in CVFiber board and committee meetings. He also asked if discussions of those items could be placed towards the end of agendas so he could simply leave the meeting when those topics arise, rather than stepping out of the room and waiting elsewhere.

12. Approve 2020 strategy, Draft budget, & Annual Report

Hansen shared a DRAFT budget with the Board. There followed discussion of specific line items in the DRAFT budget for 2020. Hansen said that he would prepare a revised DRAFT to consider at the next meeting. Discussion of the 2020 strategy and annual report was tabled until the next meeting.

13. Approve RFP

Discussion tabled to next meeting.

14. Review of back burner items, committee assignments & membership

Hansen said that there were no items that needed to be discussed. Birnbaum reported that he attended a meeting that included WEC, and WEC is still very keen to pursue fiber.

15. Approval of July, August, and September meeting minutes

Hansen said that we are still waiting on the minutes from Becca, so this item was tabled to the next meeting.

16. Roundtable

Pelletier said that we should be providing free wifi in downtime areas.

Diamantides said that a 3hr meeting is too long and that we should consider having two meetings per month.

Perricone reported that she is working on preparing designs for mugs and t-shirts.

Everyone thanked Becca for her service to CVFiber.

17. Adjourn

ACTION: Motion by Hansen seconded by Williams to adjourn. Passed unanimously. Meeting adjourned at 9:03 PM.