



**CV FIBER
PLANNING AND DEVELOPMENT COMMITTEE
COMMUNICATIONS COMMITTEE
MEETING MINUTES**

GoToMeeting (virtual meeting only)
April 20, 2021

NOTE: This was a joint meeting of both the Planning & Development and Communications Committees

Planning & Development Committee Members Present:

David Healy (Calais), Jeremy Matt (Plainfield), Ray Pelletier (Northfield), Jerry Diamantides (Treasurer), Siobhan Perricone (Orange), Kenneth Jones (Montpelier), Tom Fisher (East Montpelier), Jeremy Hansen (Berlin)

Planning & Development Committee Members Absent:

Greg Kelly (Barre City), Michael Birnbaum (Plainfield)

Communications Committee Members Present:

Allen Gilbert (Worcester), Chuck Burt (Moretown), David Healy (Calais), Ray Pelletier (Northfield), R. D. Eno (Cabot), Jeremy Matt (Plainfield)

Communications Committee Members Absent:

Tim Sullivan (Roxbury)

Quorum:

- Chuck Burt determined quorum for the Communications Committee.
- David Healy determined quorum for the Planning & Development Committee.

Others Present:

Phil Cecchini (Barre Town), John Morris (Marshfield), John Walters (Community Volunteer), Evelyn Prim (Community Volunteer), Stephen Whittaker

Called to order: 5:32PM by David Healy & Chuck Burt via GoToMeeting

Additions to the Agenda:

- R.D. Eno noted that he has been contacted by a person who may be interested in volunteering and is not sure how to proceed. Ray Pelletier noted that there's information on the website on how to proceed and suggested that R.D. contact him if there were any questions.

Public comment:

- None

Approval of 3/18/21 Communications Committee minutes:

- MOTION (Jeremy Matt second Chuck Burt) to approve the March 18, 2021 minutes as drafted. No discussion. Passed unanimously (R.D. Eno abstaining).

Introductions of Community Volunteers:

- Chuck Burt reported that two volunteers have stepped forward to help with the Communications Committee. Chuck Burt introduced John Walters (journalist) and Evelyn Prim (public communication major). John & Evelyn introduced themselves and provided brief backgrounds.

Community Update:

- Chuck Burt noted that John Walters has prepared a DRAFT newsletter. Ray Pelletier noted that there is a description of service areas in the DRAFT and suggested that those should not be made public at this time.
- MOTION (Chuck Burt second Jeremy Matt) to publish the newsletter as revised. Passed unanimously. No discussion.

Pole Inventory Update:

- Ray Pelletier provided an update on the Pole Inventory survey and noted that he has issued the request for bid to the three selected companies. Tom Fisher asked what the process for assessing the bids is. Ray Pelletier said that he and David will pull in a couple people to review the bids and provide preliminary recommendations.
- Chuck Burt asked if this would go back to the Board. Ray Pelletier noted that the Board has given the Executive Committee the authority to select the contractor.
- Ray Pelletier shared a DRAFT document announcing the selection of the pole inventory contractors.
- MOTION (Ray Pelletier second Jeremy Matt) motion to post the announcement of the selection of the Pole Inventory Contractors to the CVFiber website. Passed unanimously. No discussion.

Pole Inventory Notifications:

- Chuck Burt noted that we will want to give people warning before the pole inventory folks start doing work.
- Jerry Diamantides noted that there should be a process for notifying people. For example, the pole inventory folks would need to cross his yard.
- Ray Pelletier said that we do not even have the funds yet and we likely will not be able to start work for another month. There followed additional discussion of notification of property owners for the purposes of completing the pole inventory.

- Jeremy Matt noted that the Board has determined that the routes are proprietary and that the Board should approve release of this information.
- Chuck Burt said he would like to designate someone to develop a plan to bring back to the Board for review and approval. Ray Pelletier and Jeremy Matt volunteered.

Comm Committee schedule:

- Chuck Burt noted that the calendar approved by the board moves the Communications Committee two days later to Thursday and asked if there was anyone for whom the 3rd Thursday of every month will not work. There followed additional discussion of the details of the schedule approved by the Board. No one from the Communications Committee raised any objections.

Approval of the 3/18/2021 Planning & Development Committee minutes:

- MOTION (Jeremy Matt second Siobhan Perricone) to approve the March 18, 2021 minutes as drafted. No discussion. Passed unanimously.

Legislative & Funding Updates:

- Jeremy Hansen reported on the progress of the Senate Finance review of the H360 bill. He said that it might have some edits, but that he expects that it will be out soon. Jeremy Hansen also provided a summary of upcoming hearings of interest. Jeremy Hansen noted that it would still be worthwhile reaching out to senators. David Healy asked if Jeremy Hansen thought the bill would be substantially changed. Jeremy Hansen said that his sense was that the bill would be kept more or less the same and that it seemed to him like Senate Finance is leaning more towards adoption of H360 than the competing S118 bill.
- Siobhan Perricone reported that she attended a roundtable with her representatives where the issue of internet access came up.
- David Healy reported that the Governor did not sign H315 which was the reallocation of CARES funding for reasons unrelated to CUDs. This includes the \$1.6-million for CUD preconstruction work and the funding for the Moretown and Roxbury projects. Unfortunately this means that it is unlikely that we will see this money anytime soon. The Department of Public Service money for the VEDA match is also likely at least 2+ weeks out as they are still trying to work out the NBRC portion of this funding pool and the whole thing still needs approval from the legislature. David Healy also reported that some of the CARES funding was not spent and we were supposed to have returned it. David Healy said that he talked to Rob Fish about this issue and was told that Rob is working on a solution and is trying to get it set up so we can keep the money as long as we spend it on the same types of stuff.

MOAs with WEC, Kingdom Fiber, & ECFiber:

- David Healy reported that Ray Pelletier, Ken Jones, & Jerry Diamantides have been working on defining MOAs with WEC, NEK Broadband, Kingdom Fiber, and ECFiber with Krista Shute. These MOAs include understandings between CUDs who have WEC territory and between ECFiber and Kingdom Fiber (both of whom won RDOF blocks in CVFiber territory).

High Level Design & Detailed Engineering RFP:

- David Healy noted that Valleyen & ECFiber suggested doing a high-level design for the entire WEC network and reported that the idea is that all entities with an interest in working with this network share the costs of this high-level design.
- MOTION (David Healy second Jeremy Matt) that the Planning & Development Committee recommend to the Board that CVFiber pursue an RFP to do high level design in cooperation with WEC, Kingdom Fiber, ECFiber, and NEK Broadband within our WEC territory and to issue a separate RFP to have the same contractor do a detailed design for our Phase I route (as amended). Passed unanimously.

Discussion:

- There followed discussion about the nuts & bolts of the proposed RFP.
- Ray Pelletier noted that the Board should approve this (friendly amendment)
- Jeremy Matt asked if there had been any discussion of including Consolidated in this. David Healy said that Consolidated has not been included because in previous conversations Consolidated did not express much interest in a cooperative relationship with us.
- Tom Fisher, Jeremy Matt, David Healy, Ray Pelletier, and Jerry Diamantides volunteered to work on the RFP.

Roundtable:

- None

Meeting Adjourned at 6:46PM

Respectfully submitted,
Jeremy Matt, Clerk

Task Summary

Chuck Burt:

1. Revise the DRAFT newsletter as discussed during the meeting and to publish the newsletter to the website.
2. Post the announcement of selection of the Pole Inventory contractors to the CVFiber website.
3. Work on onboarding John Walters and Evelyn Prim into the Communications Committee.

Ray Pelletier & Jeremy Matt:

1. Prepare a DRAFT process for notifying landowners of the upcoming Pole Inventory work.

Tom Fisher, Jeremy Matt, David Healy, Ray Pelletier, & Jerry Diamantides:

1. Work on the DRAFT RFP for high-level design and detailed design of the Phase I route.