



## CV FIBER EXECUTIVE COMMITTEE MEETING MINUTES

GoToMeeting (virtual meeting only)

May 13, 2021

### **Present:**

**Committee Members:** Jeremy Hansen (Berlin), Chuck Burt (Moretown), David Healy (Calais), Ray Pelletier (Northfield), Jeremy Matt (Plainfield), Siobhan Perricone (Orange)

**Absent:** Jerry Diamantides (Treasurer)

**Others:** John Walters, Phil Cecchini (Barre Town), Allen Gilbert (Worcester)

**Called to order:** 6:01pm by Jeremy Hansen via GoToMeeting

### **Additions to the agenda**

- Jeremy Hansen suggested adding a discussion of rate setting.
- Jeremy Matt suggested adding approval of the April 8, 2021 meeting minutes.

### **Public comment**

- None

### **Approval of the April 8, 2021 meeting minutes**

- MOTION (Jeremy Matt second David Healy) To approve the April 8, 2021 meeting minutes as drafted. Passed unanimously (Siobhan Perricone abstaining). No discussion.

### **Bills to pay**

- Jeremy Hansen reported that Jerry Diamantides is traveling. Item tabled until the next meeting.

### **Preconstruction grants, WEC MOU, & Costs**

- Ray Pelletier gave an update on the WEC MOU. We are at a bit of a pause point because ECFiber still needs to come to an arrangement with Kingdom Fiber. He noted that Barry at WEC wants to make sure that Kingdom Fiber is taken care of. WEC is planning on submitting the RUS financing application by the end of July with the idea that they might get money by approximately December 2021. Ray Pelletier noted that the other streams of money might be coming in before the WEC money from RUS.
- Ray Pelletier noted that the template for the dark fiber agreement has not been drafted. This describes the arrangement between WEC and the CUDs & Kingdom Fiber using the distribution network WEC will be building. This agreement is not necessary for the RUS application to go forward.

- David Healy noted that the language in H360 states that WEC only gets a property tax cut on infrastructure costs if they work with a CUD.
- Ray Pelletier reported on the breakdown of the cost sharing agreement between the entities working in WEC territory.
- David Healy noted that we are paying a lease per mile as the network is constructed.
- Ray Pelletier and David Healy provided an update on the RFP for the high-level design and the companion RFP for detailed design of our Phase I Route. These RFPs will be going out tomorrow and should have a short turnaround time.
- David Healy provided an update on the grant applications that are being sent out shortly. David Healy noted that Rob Fish told him that anything that does not get funded in round 1 automatically gets shifted to round 2. David Healy noted that if our applications in this round do not get funded, we may be able to get money from H360 to pay for these items. David Healy also provided an update on the other grants. There are a lot of different pots of money that we might be able to take advantage of.
- MOTION (David Healy second Jeremy Matt) to approve submittal of the grant applications that David Healy sent to the executive committee via email (as amended). Passed unanimously. Discussion:
  - Chuck Burt asked if what contact email we should use on the grant application. The email address was revised to [chair@cvfiber.net](mailto:chair@cvfiber.net) as a friendly amendment.
- Ray Pelletier discussed the procedure for approving and paying the expenses recently delegated to the Executive Committee.
- Ray Pelletier gave an update on the project manager search. He noted that at this point we may want to get an operator selected before we hire a project manager. Ray Pelletier noted that over 30 applications were received.
- Jeremy Hansen noted that there is a concern that people do not know what is going on with respect to broadband construction, so we need to make sure to communicate with our member towns to the extent that we are able. Chuck Burt noted that there is a volunteer to the CC who will be managing our social media.
- Jeremy Hansen noted that there is senate legislation that specifically states that the rights of way for electric utility access includes provisions for broadband construction. Ray Pelletier noted that we may be considered an agent of WEC for purposes of access to conduct the pole survey.
- Ray Pelletier reported on the status of the pole audit RFB. Ray Pelletier is hopeful that the pole inventory will start by early June.
- Jeremy Hansen noted that we need to work with the Public Service Department to register as a telecommunications provider so we can get a certificate of public good. This will be required going forward and he has completed this document. Jeremy Hansen noted that most of it was straight forward, but part of it was a disaster recovery plan. This means that Jeremy Hansen and Siobhan Perricone are the points of contact if our network goes down. The contact will be revised to our operator once we have one.

#### **Email & Document sharing subscription.**

- Chuck Burt reported that he has finally gotten government pricing for the Microsoft suite of document products. The cost is \$4,128/year for 43 accounts. This gets us document sharing and retention as required for municipal organization and it gets us Teams. It does not get us access to the desktop

clients. The cost goes up from \$8/month/subscriber to \$20/month/subscriber for the desktop apps. We can add people to the desktop level as necessary but Chuck estimates that no more than ½ of the Board will need the desktop applications. If ½ of the board gets the desktop applications, that raises the cost to approximately \$7,000/year. There followed additional discussion of the details about how this might work.

- MOTION (David Healy second Siobhan Perricone) to recommend to the Board that we spend up to \$7,000 on the Microsoft suite of contracts and that this line item is to be included in the administrative budget (as amended). Passed unanimously. Discussion.
  - Ray Pelletier suggested increasing the amount to \$7,000 (accepted as a friendly amendment).
  - Jeremy Hansen asked if the EC has the authority to just do this. The consensus is that the board should see this.
  - Chuck Burt suggested that this item should be included in the administrative budget (accepted as a friendly amendment).

### **Discussion of rate setting**

- Jeremy Hansen asked if we should start putting values into the spreadsheet to see how our rates might look. There followed additional discussion of the details that go into rate settings.

### **Discussion of proposed contract with member towns for ARPA funds**

- Jeremy Hansen brought up the ARPA funds that are coming to towns. There followed discussion of who should be included in executive session. Allen Gilbert noted that according to the open meeting laws, only people who are members of the body or those who are needed to contribute to the conversation should be included in executive session.
- MOTION (Jeremy Hansen second Jeremy Matt) that premature public disclosure of our discussion regarding our proposed contracts to request ARPA funds from towns. No discussion. Passed unanimously.
- MOTION (Jeremy Hansen second Jeremy Matt) that we go in to executive pursuant to 1 V.S.A. § 313(a)(1)(A). Passed unanimously. No discussion.
  - Start: 6:42 PM
  - End: 7:08 PM

### **Legal review for municipal agreements**

- MOTION (Jeremy Hansen second Allen Gilbert) to have proposed the proposed contractual agreement between CVFiber and towns reviewed by an attorney. Passed unanimously (Chuck Burt absent). No discussion

### **Roundtable**

- Jeremy Matt noted that CVRPC is going to have Christian continue to take the minutes going forward and asked if we want to continue to pay them a senior planner's rate to take minutes.

### **Meeting Adjourned at 7:14PM**

Respectfully submitted,

Jeremy Matt, Clerk

**Summary of tasks assigned:**

Jeremy Hansen:

- Incorporate any comments and have the ARPA contract reviewed by an attorney.

Ray Pelletier:

- Review the ARPA contract and get comments to Jeremy Hansen by Monday