



CV FIBER GOVERNING BOARD MEETING MINUTES

Vermont Travelers Service Center
 159 Paine Turnpike N
 Berlin, VT 05602
 Virtual: GoToMeeting
 July 6, 2021

Present:

Governing board delegates: Josh Jarvis (Barre Town), Jeremy Hansen (Berlin), David Healy (Calais), Henry Amistadi (Duxbury), Tom Fisher (East Montpelier), John Morris (Marshfield), Ken Jones (Montpelier), Chuck Burt (Moretown), Raymond Pelletier (Northfield), Siobhan Perricone (Orange), Jeremy Matt (Plainfield), Tim Sullivan (Roxbury), Allen Gilbert (Worcester)

Alternate delegates in voting role:

Non-voting alternate delegates: Phil Cecchini (Barre Town).

Others: Jerry Diamantides (Project Manager), ORCA, John Walters

Town Representation (13/20 towns represented)				
Barre City	Barre Town	Berlin	Cabot	Calais
Absent	Present	Present	Absent	Present
Duxbury	East Montpelier	Elmore	Marshfield	Middlesex
Present	Present	Absent	Present	Absent
Montpelier	Moretown	Northfield	Orange	Plainfield
Present	Present	Present	Present	Present
Roxbury	Washington	Williamstown	Woodbury	Worcester
Present	Absent	Absent	Absent	Present

Called to order: 6:05 PM by Jeremy Hansen via GoToMeeting

Additions to the agenda

- None

Public comment

- None

Executive Committee negotiating HLD contract

- David Healy noted that the Planning & Development Committee met last week and reviewed the High-Level Design contract and the non-WEC CVFiber contracts. David Healy said that he thinks that this item needs to be discussed in executive session. Jeremy Hansen suggested moving this item to the end of the meeting. Discussion tabled until later in the meeting.

RFP for ISP/Operator

- David Healy noted the following:
 - CVFiber seeks proposals from a firm or jointly from a group of firms to be the operator, construction manager, internet service provider (ISP) and business manager of its fiber-to-the-premises (FTTP) network, and
 - The Planning and Development Committee has reviewed and approved a proposed RFP that substantially meets the requirements for issuance of an FTTP Developer and Operator RFP
- MOTION (David Healy second Siobhan Perricone) *It is hereby moved that the CVFiber Governing Board approve the issuance of a Request for Proposals for a CVFiber Community Network FTTP Developer and Operator and authorize the Executive Committee to take such actions as necessary to refine, issue, and publicize the RFP as needed.* Passed unanimously. No discussion.

RFB for pole inventory services for Areas B & C

- Jeremy Hansen said that he thinks we can avoid executive session if we just understand that these areas comprise everything that is not in our current project.
- (CHAT) David Healy noted the following:
 - The Governing Board has approved Master Service Agreements for pole inventories and subsequent Work Order authorization for pole inventories for Phase 1 (Area A), and
 - CVFiber desires to complete pole inventories for Phases 2 and 3 (Areas B and C) in 2021, subject to fund availability, and
 - The Planning and Development Committee desires to expedite the contracting process as funds will allow.
- MOTION (David Healy second Jeremy Matt) It is hereby moved the Governing Board authorize the issuance of a Request for Bids for Pole Inventory Services for Phase 2 (Area B) consisting of 470 miles, plus or minus, and Phase 3 (Area C) consisting of 250 miles, plus or minus, and grants authority to the Executive Committee to determine the timing of the Request for Bids, the timing, amounts, and submission of grant applications, and further authorizes the Executive Committee to enter into such Work Orders to effect such pole inventories that are in the best interest of CVFiber following any necessary granting authority approvals. Passed unanimously. Discussion:
 - Jeremy Matt asked if we wanted to add something about availability of funds. Jeremy Hansen noted that this was just for issuing RFBs and that additional approval will be needed before entering into a contract.

Executive Committee negotiating HLD contract (continued)

- MOTION (Jeremy Hansen second Siobhan Perricone) Move that pursuant to 1 V.S.A. § 313(a)(1)(A) that we find that premature public knowledge of our discussions relating to contracts for the High-Level Design would put CVFiber at competitive disadvantage. Passed unanimously. No discussion.
- Jerry Diamantides asked to be included in the discussion as the Project Manager. There followed additional discussion about who should be included in executive session. It was decided to also include

Phil Cecchini because he is providing financial services for CVFiber and because he is an alternate board member and may need to make decisions based on this executive session.

- MOTION (Jeremy Hansen second Jeremy Matt) to enter executive session to discuss the contract mentioned in the previous motion and to include Jerry Diamantides and Phil Cecchini.
 - Enter: 6:16 PM
 - Exit: 6:42 PM
- (CHAT) David Healy noted the following:
 - CVFiber issued a high-level design RFP on May 14, 2021 on behalf of the Washington Electric Cooperative (WEC), and the three CUDs, ECFiber, NEK Broadband, and CVFiber (WEC-3CUD), for the high-level design (HLD) of the "WEC Network" within the three CUDs, and
 - CVFiber will execute and manage the WEC-3CUD contract on behalf of WEC and the 3 CUDs, and
 - CVFiber issued a high-level design and detailed design RFP on May 17, 2021 on behalf of CVFiber for the high-level design of the non-WEC area of the CVFiber Community Network, as well as for detailed design for the CVFiber Community Network, and
 - CVFiber representatives participated on a review team of WEC and the three CUDs, reviewed those proposals for the WEC-CUD HLD, and recommended a contractor selection concurred in by the Planning & Development Committee, and
 - A Planning & Development Committee team reviewed proposals for the CVFiber high-level design and detailed design and recommended a contractor selection concurred in by the Planning & Development Committee,
 - Successful final reference checks for the recommended contractor selection have been concluded.
- MOTION (David Healy second Siobhan Perricone) *It is hereby moved that:*
 1. *the CVFiber Governing Board award the WEC-3CUD high-level design to Vantage Point subject to successful negotiations and authorize the Executive Committee to enter into negotiations with said firm, and*
 2. *the Chair is authorized to execute such contract award following any necessary granting authority and WEC approvals, and*
 3. *the CVFiber Governing Board award the CVFiber District non-WEC area high-level design and detailed design contracts to Vantage Point subject to successful negotiations and authorize the Executive Committee to enter into negotiations with said firm.*
 4. *the Chair is authorized to execute such contract award following any necessary granting authority approvals.*

Passed unanimously. No Discussion.

Roundtable

- Tom Fisher noted that ECFiber has a map showing when specific addresses are expected to receive service.
- Ken Jones noted that he has been notified that Consolidated fiber is available at his house and asked what people thought he should do.

Meeting Adjourn adjourned at 6:53 PM

Respectfully submitted,
Jeremy Matt, Clerk

DRAFT