



CV FIBER EXECUTIVE COMMITTEE MEETING MINUTES

GoToMeeting (virtual meeting only)

July 21, 2021

Present:

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

Absent: Allen Gilbert (Worcester)

Others: Phil Cecchini (Barre City), Jerry Diamantides (Project Manager)

Called to order: 4:30pm by Jeremy Hansen via GoToMeeting

Additions to the agenda

- Ray Pelletier suggested adding discussion of the Operatory RFP.
- Ray Pelletier suggested adding the pole inventory request for bids area B.
- Jeremy Matt suggested adding approval of the June 1, 2021 and June 14, 2021 meeting minutes.
- Jeremy Matt suggested adding discussion and selection of a regular meeting time.

Public comment

- None

Selection of meeting time

- Jeremy Hansen suggested selecting the Thursday after the Board meeting. Chuck Burt asked if there is undue risk in terms of having the discussion items fixed 48hrs prior to the meeting. Jeremy Hansen said that in Selectboard meetings he has been a part of minor items have been added to the agendas and there is a provision for adding items to agendas if necessary. If there are substantial unexpected items, then we can warn another meeting. Ray Pelletier noted that we will know much of the expected agenda prior to the Board meeting.
- MOTION (Jeremy Hansen second Jeremy Matt) to move the regular Executive Committee meeting to the Thursday after the regular board meeting at 5:30. Passed unanimously. No discussion.

Grant applications for Areas B & C

- Ray Pelletier noted that the Governing Board authorized the Executive Committee to move forward with submitting grant applications for the pole inventory work.

- MOTION (Ray Pelletier second Jeremy Matt) Move that grant applications be submitted for pole inventory, project management and legal services in the amount of \$355,000 for Area B; and in the amount of \$145,000 for Area C. Passed unanimously. No discussion.

Accounting services RFP

- Ray Pelletier noted that the Governing Board authorized the executive committee to publish an accounting services RFP.
- MOTION (Ray Pelletier second Jeremy Matt) Move that the Executive Committee approve the publication on July 28, 2021 of the CVFiber Accounting Services RFP. Passed unanimously.
Discussion:
 - Jeremy Matt suggested a couple of minor formatting edits.
 - PC noted that the phrase “other duties as assigned” sounds more like something that would be assigned to an employee rather than a contractor. Chuck Burt suggested editing the bullet to read something along the lines of “other typical accounting duties that may arise”.
 - Ray Pelletier suggested adding these revisions as “technical revisions”.

CVF Webinar(s)

- MOTION (Ray Pelletier second Jeremy Matt) Move CVFiber conduct a public streamed presentation on Wednesday 28 July at 7PM and that notifications be sent to community boards, clerks, managers, and be posted on Front Porch Forum and via social media. Passed unanimously. Discussion
 - Jeremy Hansen said that he would be happy to do this, but that he needs help getting the word out. Ray Pelletier noted that he is put together a FPF post for this purpose.
 - Jeremy Hansen noted that he will record the webinar, hopefully in a format that can be posted online.
 - Jeremy Hansen said that he would put together a post with a webinar link for sharing.

Northfield-Roxbury project

- Jeremy Hansen asked if we have heard back from ValleyNet. David Healy said that he has not heard back from them and that he will be following up with them. Jeremy Hansen noted that we will have to give the money back.
- Jerry Diamantides asked about Moretown project. Jeremy Hansen asked if we are going to give that money back. David Healy said that it is looking like we are going to have to as its unlikely that we will be able to provide service by December 31, 2021.
- PC asked if there would be blowback for giving the money back. Jeremy Hansen suggested that we should be straight with them and let them know in our next update. There followed additional discussion of whether this money could be repurposed.

Operator RFP

- MOTION (Ray Pelletier second Chuck Burt) Move that the Executive Committee approve the publication on July 21, 2021 of the CVFiber FTTP Developer and Operator RFP. Passed unanimously. No discussion
- Ray Pelletier asked if this would be posted to the Vermont bid board. David Healy said that he would be posting it tomorrow.

Pole inventory request for bids for Area B

- MOTION (Ray Pelletier second Jeremy Matt) Move that the Executive Committee approve the issuance of the Request for Bids for the Pole Inventory of Area B. Passed unanimously. Discussion:
 - Ray Pelletier gave a brief overview of the potential timeline for the Request for Bids

Approval of minutes

- MOTION (Jeremy Hansen second Siobhan Perricone) to approve the June 1, 2021 and June 14, 2021 meeting minutes as drafted. Passed unanimously. No discussion.

Bills to pay

- MOTION (Ray Pelletier second Jeremy Matt) Move to pay the outstanding bills (from CVRPC, Primmer Piper Eggleston & Cramper PC, and Blue Tailgate LLC). Passed unanimously. No discussion.

Roundtable

- None

Meeting Adjourned at 5:00PM

Respectfully submitted,
Jeremy Matt, Clerk

Summary of tasks assigned:

David Healy:

- Contact ValleyNet
- Post the Operator RFP on the State RFP board

Jeremy Hansen:

- Prepare a posting for the CVFiber webinar