



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

Maple Corner Community Center
84 W County Rd, Calais, VT
Virtual: GoToMeeting
September 21, 2021

Planning & Development Committee Members Present:

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

Planning & Development Committee Members Absent:

Greg Kelly (Barre City), Linda Gravell (Waterbury), Christopher Shenk (Waterbury)

Others Present:

Jerry Diamantides (Project Manager)

Called to order: 5:37PM by David Healy

Additions to the Agenda:

- Jeremy Hansen suggested discussion of the Low Income Housing Wifi project.

Public comment:

- None

Approval of August 17, 2021 Communications Committee minutes:

- MOTION (Jeremy Matt second Jeremy Hansen) to approve the August 17, 2021 minutes as drafted.
Passed unanimously. No discussion.

Review of DRAFT Grant Applications:

- Jerry Diamantides has sent out a DRAFT of the grant applications to Ray Pelletier and Jeremy Hansen for review. He's expecting comments back soon. Jerry Diamantides noted that Rob Fish wanted to see an updated business plan. Jerry Diamantides suggested waiting until we get the business plan after we retain a Developer and that we should be able to update the plan ourselves that is sufficient for the application.

- Jeremy Hansen suggested updating the business plan to refer to areas, rather than the various routes. He also suggested adding in Waterbury and Duxbury.
- Jerry Diamantides said that he thinks he can check the business plan box for Rob Fish without too much effort.
- Jerry Diamantides said that he has a rough draft of the annual report that he'll send out for review soon.
- David Healy asked what the next steps are. Jerry Diamantides said that the next steps are to incorporate all the proposed changes from the reviews are complete and then get a revised DRAFT back out. David Healy said that he thinks that the Grant Application should go to the Executive Committee. Jeremy Hansen agreed that it should go to the Executive Committee to speed stuff up. Ray Pelletier noted that the executive committee has already approved the application submittal subject to the changes that are currently underway so no additional committee action is required.
- David Healy noted that hopefully the Vermont Community Broadband Board (VCBB) should be able to review the application within a couple of weeks.
- David Healy noted that we're asking for more money that is allocated to us. Jerry Diamantides said that they're likely to grill us on the extra amount.

2021-22 Strategic Activity Plan:

- David Healy noted that he sent out a strategic activity plan to the group. He's expecting the other committees to add their strategic activities to this document. The plan is to get it done before the October Governing Board meeting.

High Level Design Update:

- David Healy reported that Vantage Point is working on the high level design material. The oversight team is in regular contact with them, and David Healy instructed them to do the complete design for all towns. David Healy is setting up a bi-weekly meeting with them and they will be providing us with milestones. David Healy said that he's also been pushing them to move faster than they'd planned if possible.

Developer/Operator Update:

- David Healy said that we don't need an executive session at this point. He reported that we've gotten about 30-pages of responses to our questions and we're going through that. He said that we're also discussing setting up site visits to view their operations. David Healy said that he's going to be setting up interviews soon. He's hoping to get a firm recommended by mid-October.

RDOF Areas:

- David Healy noted that this item is discussion on how to proceed with the RDOF winners in our territory. David Healy noted that all the RDOF blocks in our territory are WEC territory. David Healy noted that the WEC MOU gives us the sole lease to the fiber. The consensus was that the Committee did not want to take up discussion on this item at this time. David Healy said that he would frame up some options for the committee to review and noted that we need to keep thinking about this issue so it doesn't bite us later.

- Ray Pelletier noted that given the small amount of money received by the RDOF winners and the increased cost of materials, he wonders if some of the RDOF winners might give up their obligations.
- Jerry Diamantides suggested setting up a point person to develop potential options for dealing with the RDOF winners. David Healy volunteered to be the point person.

Low Income Housing Wifi Project:

- Jeremy Hansen noted that Rob Fish asked us to review and edit the contract, sign it, and send it back. Jeremy Hansen said that he's not sure he's feeling it. He said that it sounds like we're only there to act as a conduit for funds and doesn't see why we even need to be involved. David Healy suggested that there might be a requirement that funds can only be given to CUDs.
- Jeremy Hansen asked if we should tell Rob Fish that all we're going to do is act as a passthrough, with requirements to do one report and no lasting relationships. The Committee consensus was that we want to help Rob out with this project, but because we haven't been involved in any of the design, project development, etc. and won't be involved in the project administration or implementation, we will need to be released of liability for any claw-back provisions, performance failures, etc. In addition, the consensus was that we do not want to have a long-term commitment to the project.

Roundtable:

- None

Meeting Adjourned at 6:12PM

Respectfully submitted,
Jeremy Matt, Clerk

Summary of Tasks Assigned:

- David Healy will act as point person to develop RDOF response options.
- Jeremy Hansen will contact Rob Fish to get more details regarding the Low Income Housing Wifi project.