



CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES
Maplewood Travelers Service Center, 159 Paine Turnpike N, Berlin, VT
and virtually via GoToMeeting
October 14, 2021

Present:

Committee members: Chuck Burt (Moretown), Jeremy Hansen (Berlin), Ray Pelletier (Northfield), Siobhan Perricone (Orange), Allen Gilbert (Worcester), Jeremy Matt (Plainfield)

Absent: David Healy (Calais)

Others: Jerry Diamantides (Project Manager)

Called to Order: 5:00PM by Jeremy Hansen.

Additions or changes to the agenda:

None.

Public comment:

None.

Approve Minutes: July 21, 2021

- MOTION (Jeremy Hansen; second Siobhan Perricone) to approve the July 21, 2021 meeting minutes as presented. No Discussion. Passed unanimously (Siobhan Perricone & Chuck Burt abstaining. A. Gilbert abstained as he was not present.

Project Managers Report

- Jerry Diamantides that he had productive meetings with the candidates for Operator and he thinks that we have enough information to provide a recommendation to the Board.
- Jerry Diamantides reported that there was a formal complaint to the WEC board that our subcontractors doing the pole audit were on someone's property. Jerry Diamantides is working to smooth that over – he reached out to the woman who complained via email but hasn't heard back. There followed discussion of what needs to be done in terms of community outreach increase awareness of our field activities.

Bills to Pay, Financial Report

- MOTION (Jeremy Hansen second Chuck Burt) to approve the bills to pay (\$2,063 to Jerry Diamantides for Project Manager services and \$636 to CVRPC Admin services. Passed unanimously. No discussion.

Outstanding RFP Updates

- Jeremy Hansen reported that we put in our grant application to the Department of Public Service. David Healy responded that same night with the required information, but we haven't heard back. Jerry Diamantides said that he and David Healy are planning on attending the VCBB board meeting where a decision will be made on our application.
- Jeremy Hansen asked if we have any updates on the design RFP. Ray Pelletier said that we're waiting until we get the operator selection finalized.
- Ray Pelletier noted that VCBB is going to be putting out a design RFP and will be asking for CUD input.

Annual report/budget

- Jeremy Hansen noted that approval of the annual report has been kicked to the Communications Committee. Jerry Diamantides reported that he's got a DRAFT of the annual report that he hopes to get to the Communications Committee by tomorrow.

Exec Committee Charter amendment

- Ray Pelletier said that he's planning on taking this to the Policy Committee

Accounting/audit awards

- MOTION (Ray Pelletier second Jeremy Matt) Move that pursuant to 1 V.S.A. § 313(a)(1)(A) we find that premature public knowledge of our discussions relating to Accounting and Auditing Service contracts would put CVFiber at competitive disadvantage. Passed unanimously. No discussion
- MOTION (Ray Pelletier second Siobhan Perricone) that we enter executive session to discuss Accounting and Auditing Service contracts referenced in the previous motion and to provide for the inclusion of Jerry Diamantides and John Walters pursuant to 1 V.S.A. § 313(a)(3). Passed unanimously.
Discussion:
 - Allen Gilbert asked what the reason for including John Walters would be. Ray Pelletier noted that John Walters has information that may inform the discussion
 - Jeremy Hansen noted that he's not sure that we need to go into executive session committee. Chuck Burt and Jeremy Matt noted that they were not part of the discussions that took place in the Finance Committee and would not feel comfortable voting on the award of the accounting RFP award without hearing some background information on the process and the firms.
- Enter: 5:20PM
- Exit: 5:26PM
- MOTION (Ray Pelletier second Siobhan Perricone) that the Executive Committee award the Accounting Services contract to the firm recommended by Jeremy Hansen and authorize the Chair to execute such contract subject to successful negotiations. Passed unanimously. Discussion:

- Ray Pelletier asked if there needs to be an additional Executive Committee meeting prior to execution of the contract. Jeremy Hansen noted that he doesn't think there will be any substantial changes to the scope and the price and therefore he thinks that an additional meeting is not warranted. Ray Pelletier noted that we don't have the money yet and would need to make sure to have the money in hand without notice to proceed.
- MOTION (Ray Pelletier second Jeremy Matt) that the Executive Committee award the Auditing Services contract to the firm recommended by Phil and authorize the Chair to execute such contract subject to successful negotiations. Passed unanimously. No discussion.

Meeting Adjourned

- MOTION: (Jeremy Hansen) to adjourn at 5:35PM. No Discussion. Passed unanimously.

Respectfully submitted,
Jeremy Matt, Clerk

Summary of Tasks Assigned:

- None