



CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES

Maplewood Travelers Service Center
159 Paine Turnpike North, Berlin, VT
and
Virtually on MS Teams

December 16, 2021

Present:

Executive Committee Delegates: Allen Gilbert (Worcester), Chuck Burt (Moretown), David Healy (Calais), Jeremy Hansen (Berlin), Jeremy Matt (Plainfield), Raymond Pelletier (Northfield), Siobhan Perricone (Orange).

Others Present: Christian Meyer (CVRPC), Phil Cecchini (Treasurer), Jerry Diamantides, John Walters.

Called to order: Jeremy Hansen called the meeting to order at 5:05

Additions to the agenda:

- No Additions

Public comment

- None

Bills to pay

- Phil Cecchini reported to the Executive Committee that there is a total of \$110,286.70 in invoices due. This includes: \$1,200.00 for software license renewal, \$2,700.00 for November project management services, \$1,800.00 for legal, \$8,000.00 for bookkeeping, \$96,286.70 for pole inventory, and \$300.00 for WordPress.
- MOTION (David Healy, SECOND Jeremy Matt) *Move to authorize payment of the listed invoices.* Passed unanimously. No Discussion.
- Jeremy Hansen noted that CVFiber will need to discard the Valley Net invoice as that has changed.

Update on poles & High-Level Design

- Jerry Diamantides reported that CVFiber has the pole inventory data in hand for the three towns. The consultant will send a hard drive with the data. Tilson should finish their

inventory work this week. Eustis has finished in Calais. However, some of the Calais data will be backfilled by Apex. CVFiber will be negotiating the invoice with Eustis. On Tuesday the December 21, bids for inventory work in the remaining 12 towns will be received. CVFiber has received the first half of the grant money. The scope of the data being collected has been updated to meet the needs. This change was done with guidance from NRTC. A grant extension has been given until June 2022 for the pole inventory work in Area A.

- David Healy gave an update on the High-Level Design. Vantage Point is currently working on version three. They have requested an extension, stating that working with four partners has increased the time. David Healy believes this is true.
- Some of the details surrounding state guidelines for the design work are somewhat unclear. All the engineers who are working with CUDs in the state are meeting to identify exactly what is required of them.
- NRTC will do detailed engineering early next year.
- All pole data is being reviewed by Henry Amistadi for some clear understanding of the findings. He has requested five licenses for Tableau software. Jeremy Hansen thought it a good idea to coordinate with NRDC to avoid duplication of software purchases.

NRTC MSA & contracts

- MOTION (Raymond Pelletier, second Siobhan Perricone) *Move that pursuant to 1 V.S.A. § 313(a)(1)(A) we find that premature public knowledge of our discussions relating to the developer-operator contract, and WEC contract negotiations would put CVFiber at competitive disadvantage.* Passed unanimously. No Discussion.
- MOTION (Raymond Pelletier, second Jeremy Matt) *MOVE that we enter executive session to discuss the ... contracts ... referenced in the previous motion ... pursuant to 1 V.S.A. § 313(a)(3) and that we include the PM, the Treasurer, and all Board members whose information is needed in accordance with 1 V.S.A. § 313(b).* Passed unanimously. No Discussion.
 - Enter: 5:21
 - Exit: 5:43
- MOTION (Ray Pelletier second Jeremy Matt) *Whereas CVFiber desires a developer to design and manage the construction of the CVFiber Community Network*

Whereas the National Rural Telecommunications Cooperative is a professional services company that provides network design, project management, construction management, inspection, and other related solutions for the deployment of broadband networks

Whereas CVFiber and NRTC have reached agreement on a Master Services Agreement, and an Executable Project Plan and its cost as the first deliverable

Move that the Executive Committee recommend that the Board approve the Master Services Agreement and Executable Project Plan engagement, and its cost, with Pulse Broadband LLC, a wholly owned subsidiary of the National Rural Telecommunications Cooperative, doing business as NRTC Broadband, and authorize the Executive

Committee to manage the agreement and all services to be delivered under the agreement. Passed unanimously. Discussion:

- JD noted that this is a game-changer for CVFiber and is part of the “professionalization” of our organization.

Adjourn

- Adjourned at 6:05PM

Respectfully submitted,
Jeremy Matt, Clerk

DRAFT