



## CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES

Central Vermont Regional Planning Commission  
29 Main Street, Suite 4  
Montpelier, VT  
and  
Virtually on MS Teams

January 6, 2022

### **Present:**

**Executive Committee Delegates:** Chuck Burt (Moretown), David Healy (Calais), Jeremy Hansen (Berlin), Raymond Pelletier (Northfield), Siobhan Perricone (Orange).

**Others Present:** Phil Cecchini (Treasurer), Jerry Diamantides

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

### **Additions to the agenda:**

- Ray Pelletier suggested a discussion of next steps for the town reports and suggested moving bills to pay until after the possible executive session.

### **Public comment**

- None

### **Feasibility study question**

- There was discussion on whether or not CVFiber is ready to make the entire Feasibility Study public at this time. The consensus is that we're not ready for that at this time. No action was taken.

### **Executive director search**

- MOTION (Ray Pelletier, second Siobhan Perricone)  
*Whereas CVFiber requires a full time Executive Director to be responsible for carrying out strategies and objectives for the successful development and operation of the CVFiber Community Network with contracted partners; engage and collaborate with community members, other communication union districts, utilities, organizations, and state government.*

*Whereas the CVFiber 2022 budget has a provision for the position of Executive Director*

*Whereas CVFiber has received a Preconstruction Grant Award from the Vermont Community Broadband Board that would fund the position of Executive Director*

*Moved that the Executive Committee recommend that the Governing Board approve the position of Executive Director and authorize the Executive Committee to publish a job announcement, manage the recruitment and interview process, and further, make a recommendation to the Board for the appointment of an Executive Director. Passed unanimously. Discussion:*

- David Healy noted that he thinks it's a very good structure and setup
- Chuck Burt noted that he will get help posting the job listing. There followed discussion of the channels to use in promoting the listing (Indeed, LinkedIn, 7Days, etc).

### **Town Reports – next steps discussion**

- There followed discussion regarding CVFiber's report to our member towns. Items discussed included:
  - Should we send reports to folks on the email list where we know their location? This was deferred to the Communications Committee
  - AG pointed out that it would be preferable if the information goes broad, and that it should lead with information that is relevant to the town itself.
  - Ray Pelletier pointed out that trying to get the ARPA funds is the important part and this is part of the campaign to do so.

### **Northfield/Roxbury update & Pole Inventory Area A data**

- Jerry Diamantides gave an update on the status of the funding, the reporting, and the subsequent pay back of funds back to the DPS. He also gave an update on ValleyNet. Jeremy Hansen updated that the work they had already done may be an opportunity to leverage at some point.
- Jerry Diamantides also gave a general update on Pole Inventory statuses, payout of contractors, high level design, and grant statuses.

### **Operator Negotiations**

- Ray Pelletier gave an update on the progress in the negotiations and the interconnected nature of it amongst NRTC, WCVT, and us plays out.
- Jerry Diamantides gave an overview of the "Executable Project Plan" (EPP) living document that will drive a lot of the work.

### **Executive Session**

- MOTION (Ray Pelletier, second Chuck Burt) *Move that pursuant to 1 V.S.A. § 313(a)(1)(A) we find that premature public knowledge of our discussions relating to contract negotiations with the Washington Electric Cooperative, Apex, Tilson, and Eustis would put CVFiber at competitive disadvantage.* Passed unanimously. No discussion.
- MOTION (Ray Pelletier, second Siobhan Perricone) *MOVE that we enter executive session to discuss the Washington Electric Cooperative, Apex, Tilson, and Eustis contracts pursuant to 1 V.S.A. § 313(a)(3).* Passed unanimously. No discussion.
  - Enter: 5:50PM

- Exit: 6:08PM
- No action resulted from executive session

### **Bills to pay**

- Phil Cecchini shared a table of the outstanding bills
- MOTION (Jeremy Hansen, second David Healy) *Move to pay the bills to the order of \$87,632.50 and return the \$90,000 to the DPS.* Passed unanimously. Discussion:
  - The outstanding Tilson invoice for work in Area A was discussed. This invoice has not yet been received.
  - The invoices approved for payment are:
    - \$1,987.50 (Jerry Diamantides for Project Manager Services)
    - \$45,000.00 (Vantage Point)
    - \$40,645.00 (Eustis Cable Enterprises, LTD)

### **Pole Inventory work orders Areas B & C**

- MOTION (Ray Pelletier, second Siobhan Perricone) *Whereas pole inventory contractors have submitted proposals in response to a request for bids to conduct pole inventories in twelve communities, including Barre Town, Northfield, Plainfield, Roxbury, Washington, Williamstown, Orange, Cabot, Duxbury, Elmore, Marshfield, and Woodbury, or such substitute community as may be necessitated by changes in CUD community alignment.*

*Whereas contractors have agreed to terms and conditions in a Work Order*

*Moved that the Executive Committee approves the pole inventory Work Orders with the Apex Group and Tilson Technology Management to conduct pole inventories in accordance with their respective Work Order, or such substitute community as may be necessitated by changes in CUD community alignment.* Passed unanimously.

Discussion:

- Allen Gilbert asked about Elmore. It was noted that Elmore is still up in the air and additional work will have to proceed first.

### **Other**

- Some wrap up discussion occurred about movement in the legislature and the potential impact on funding.

### **Adjourn**

- Adjourned at 6:21PM

Respectfully submitted,  
Jeremy Matt, Clerk