



## CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES

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

January 13, 2022

### **Present:**

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

**Others Present:** Phil Cecchini (Treasurer), John Walters

**Called to order:** Jerry Diamantides called the meeting to order at 5:02

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

- Jeremy Matt suggested adding approval of the November 11, 2021, December 2, 2021, December 16, 2021, and January 6, 2022 meeting minutes.

### **Public comment**

- None

### **Approval of minutes**

- MOTION (Jeremy Matt second David Healy) *To approve the November 11, 2021, December 2, 2021, December 16, 2021, and January 6, 2022 meeting minutes as drafted.* Passed unanimously. No discussion

### **Treasurer update & bills to pay**

- Phil Cecchini is not present, moved item to the end of the meeting.

### **Clerk update**

- Jerry Diamantides noted that there's a discrepancy about how CVFiber's name is registered with the State of Vermont. It was registered as "CV Fiber", not "CVFiber". We're going to retain our lawyer to get this fixed. Jeremy Matt gave a background on the

CVFiber registration with the State and noted that he's the Contact of Record and may need to be involved with this.

### **Contract management**

- Jerry Diamantides discussed the Vantage Point Solution invoice and the results of the Pole Inventory for Area A. Jerry Diamantides also noted that he's got a call with Tilson about the Area A pole inventory.
- Ray Pelletier noted that he and David Healy had a call with Mission Broad Band about the services they provide. They're fine with us setting up a master services agreement. He's also going to talk to NRTC about how they incorporate Mission Broad Band into their efforts.
- Jerry Diamantides noted that he has a multi-hour meeting tomorrow with NRTC on the executable project plan.
- David Healy asked about WCVT. Jerry Diamantides responded that we've sent them a markup of the operator contract.

### **Committee charter revision request**

- Jerry Diamantides asked if the committees should revise their charters to see if there are any changes that are appropriate given our recent experience. Ray Pelletier noted that charter changes require Board approval – he thinks the process would be to bring the changes to the Executive Committee and then to the full Board.
- Chuck Burt noted that as part of decommissioning the Google Groups, he updated the references in the charters to the new mailing lists.
- There followed additional discussion about revising committee charters.

### **Communications plan update request**

- Chuck Burt gave an update on the Executive Director job posting. There followed additional discussion of how to advertise the job posting
- Ray Pelletier asked setting up a CVFiber front porch forum account. Chuck Burt will reach out to FPF to see what the cost is.
- Chuck Burt brought up a location for John Walters to host the next Communications Committee meeting as Chuck Burt has a conflict and won't be able to attend.

### **Executive committee meeting schedule**

- Jerry Diamantides brought up the idea of having two regular committee meetings per month. There was general agreement that this would be a good idea. There followed extensive discussion of what day/time would work for the committee members. Agreement to have an additional regular meeting at 6:30PM on the last Monday each month.

### **WEC update**

- David Healy reported that there was a meeting with WEC. Jerry Diamantides noted that the original proposal was that using RUS money to build on all of our poles. Given the grant money available to us, that no longer makes sense. Jerry Diamantides emphasized that we still have a cooperative, congenial relationship with WEC and we're still working with them to figure out what our relationship will look like.

### **Treasurer update & bills to pay**

- Phil Cecchini gave the Treasurer's report. We have a bank balance of approximately \$870,000. Phil Cecchini also gave a summary of the outstanding bills.
- MOTION (Ray Pelletier second Chuck Burt) *Motion to pay our outstanding invoices in the amount of \$1,340.00*. Passed unanimously. No discussion.
  - The bills to pay are:
    - \$420.00 (*Philadelphia Insurance*)
    - \$320.00 (*CVRPC administrative services*)
    - \$600.00 (*Marjorie Ray for website development services*)
- Phil Cecchini brought up the potential need to change our insurance policy. Jerry Diamantides said that he'd reach out to Josh Jarvis to see if he has time to update.

### **Treasurer update & bills to pay**

- David Healy noted that the RFP for construction grant funding is out. He'll be reaching out to people for help with preparing this grant.

### **Adjourn**

- Adjourned at 6:10PM

Respectfully submitted,  
Jeremy Matt, Clerk