



**CV FIBER  
PLANNING AND DEVELOPMENT COMMITTEE  
MEETING MINUTES  
April 19, 2022**

**Planning & Development Committee Members Present:**

Ray Pelletier (Northfield), David Healy (Calais), Linda Gravell (Waterbury), Jerry Diamantides (Berlin), Tom Fisher (East Montpelier), Siobhan Perricone (Orange), Henry Amistadi (Duxbury)

**Planning & Development Committee Members Absent:**

**Others Present:**

Jennille Smith (Executive Director), Phil Cecchini (Treasurer)

**Called to order:**

Meeting called to order by David Healy (no time noted)

**Additions to the Agenda:**

- None

**Public comment:**

- None

**Approval of March 15, 2022 Planning & Development Committee minutes:**

- Motion to approve by Linda Gravell seconded by Siobhan Perricone. Motion carried.

**Ongoing Activities:**

- Pole Inventories: David Healy reported there has been a lot of activity by both Tilson and Apex. Data analysis is proving challenging and they are working on this. Sequencing codes are being added by David. There was discussion as to poles that cannot be inventoried and it was clarified that most are related to being on land that is posted. It was also confirmed that Tilson should be currently working in the Town of Orange. There has been a delay in Tilson's work that David will follow-up on.
- Pole Attachment Applications: Ray Pelletier advised work orders are being completed MBI for ROW easements and pole application placements. MBI will be completing the pole applications and will be getting necessary data for that soon. There will be an estimate provided for 'make-ready' costs, which will be a large amount. Linda Gravell inquired when make-ready would start and Ray Pelletier advised

it should be in May or June. Construction will likely start in September/October due to lead-time for materials. Jerry Diamantides advised they have already advised WEC of poles that need to be replaced. David Healy reported MBI has registered the organization with “Njuns” which is an online application that GMP uses so they are capable of uploading pole information. Linda Gravell reported they are trying to put a communication schedule together to put information out monthly to municipalities via Front Porch Forum, so they need to know when different phases are beginning so they can provide adequate publicity.

- Bulk Purchase: Not discussed
- Material Storage and Delivery Dates: Jennille Smith reported that trucks were loaded today and are on their way and delivery will likely occur on Thursday 4/21. A temporary fence contractor is on standby out of Albany, NY who can provide necessary fencing once linear footage is provided. Ground soil needs to be analyzed by NRTC to determine if structural backfill will be required prior to fencing being installed. She also reported that materials need to be insured. It was confirmed that the insurance quote is approximately \$36,000 annually and fencing will be approximately \$5,000.

#### **NRTC Updates:**

- David Healy reported they continue to meet regularly with NRTC and today heard about details and specifications related to materials.

#### **NRTC Executable Project Plan:**

- David Healy reported he hoped to send executable project plan out of NRTC tonight, but it is not completed yet. The current hold up is the final calculated mileage of necessary fiber.
- Ray Pelletier reported that with regard to the business plan and executable project plan, that they have been requesting that NRTC only provide completed plans, not drafts along the way.

#### **Supplemental Preconstruction Grant Application:**

- David Healy reported that the Communications Broadband Board voted to allow CUDs to submit a preconstruction application to receive materials. NRTC prepared a list for 200 miles of material needed. Now they are going to request 400 miles of material vs. 200 miles. An RFP for materials will be generated by MBI.
- Ray Pelletier advised the Executive Committee approved MBI managing an RFP process for materials, warehousing and supply chain. Jerry Diamantides advised MBI is being used for this because NRTC may want to bid on the RFP.
- David Healy reported that the State needs documentation that there are supply chain and cost increase issues in order to get the grant. The application is almost complete.
- Jerry Diamantides reported there are two high-level design grants that will have amendments to allow the use of funds not used on high-level design for other purposes. These amendments are being completed to allow CUDs to have more latitude in using the funds.
- Jerry Diamantides reported he is almost finished with Act 71 information that will provide additional funds. Invoice to PUC and VCBB will be generated for these funds.
- It was confirmed that 400 miles of materials would be approximately \$6,000,000 and this was the amount of insurance coverage that was being requested.
- David Healy reported the ongoing management of materials was going to be comprehensive.

**Construction Grant Eligibility Application:**

- David Healy reported he shared a link to this application and that it is almost complete. He requested Committee input on the application for submission next week.
- David Healy reported the Construction Grant application is much more detailed than the Eligibility application. He noted he would request Linda Gravell's assistance with this application and he would be sending materials to the Committee related to the application.

**Town ARPA Fund Requests-Forms/Agreement:**

- Ray Pelletier reported they have a letter of commitment from Cabot (\$50,000); Waterbury (\$100,000), Worcester (\$50,000), and Woodbury has requested a letter for \$50,000. Tom Fisher is working with East Montpelier and noted \$100,000 has been voted contingent on attorney review. Siobhan Perricone advised the Town of Orange is interested and wants a letter for review and she will forward the agreement and letter used with Cabot for review.
- Linda Gravell thanked Ray Pelletier for the Memorandum of Understanding that was prepared. Ray Pelletier advised several people were involved in creating the MOU.
- Henri Amistadi requested a copy of the documents so he could bring them to Duxbury.
- There was discussion of Towns setting up a fund for residents to be able to purchase hook-up.
- Jeremy Hansen reported that Phil is still the delegate for Middlesex and advised he could contact Phil for an update.

**Roundtable:**

- No items raised

**Meeting Adjourned**

- Motion by Jerry Diamantides to adjourn. Seconded by Siobhan Perricone. Motion carried.