



CVFIBER FINANCE AND AUDIT COMMITTEE
MEETING MINUTES
Virtual Meeting via Teams
April 26, 2022

Members Present: Ray Pelletier (Northfield, Committee Chair); Tom Fisher (East Montpelier); Allen Gilbert (Worcester), Christopher Shenk (Waterbury); Jerry Diamantides (Berlin)

Others Present: Jennille Smith, Executive Director

Called to Order: 6:35 pm by Ray Pelletier via Teams.

Additions or Changes to the Agenda:

None.

Public Comment:

None.

Treasurer's Report

Ray presented the Treasurer's Report prepared by Phil. CVFiber has a cash balance of \$652,912.54 and invoices ready for payment totaling \$430.00 leaving an available balance \$647,482.54. There are two additional invoices totaling \$129,432 for pole work that are still being verified. The available cash balance of \$518,050 consists of unrestricted funds of \$16,893 plus \$501,157 of grant funds for administration and Preconstruction work.

We have two grants ending June 1st –for Pole Inventory and high-level design (one for Non-WEC Territory, the other for WEC Territory). For these two grants, we have \$90,356 of cash on hand, \$323,000 of funds not drawn down or \$413,356 available for Pre-construction. There is a plan in place to engage these funds by the end date. A drawdown is in process.

Treasurer's Position

Phil has indicated that because of increased work at his day job that he will no longer be able to serve as Treasurer. He said he can stay until a replacement is found. CVFiber will advertise for a successor.

Proposed Budget Adjustments

Ray proposed a Change 3 to the 2022 Administration Budget that included increasing Insurance by \$30,000 to be offset by a decrease in the Audit funding by \$12,000, and \$18,000 in the Executive Director funding.

Ray also proposed Change 1 to the 2022 Preconstruction and Construction Budgets, which after much discussion and adjustment resulted in the following changes. Preconstruction: Pole Services was set at \$90,000, and a new budget line for Material, Warehouse, Supply Chain, Security was set at \$5,000,000.

These increases were offset by the Construction Change 1 reductions as follows; Fiber Construction was reduced by \$4,090,000, and Equipment and Spare Parts was reduced by \$1,000,000.

Ray moved, seconded by Allen, that the proposed changes be recommended to the Executive Committee for its referral to the Board for its adoption. Without objection the motion was passed.

DUNS/SAM/ACH

Jennille gave an update on progress aligning the data with DUNS and SAM so that CVFiber could finally receive funds from the state via ACH processing.

Grants Update: PreCon Tranche 2; Materials

Jerry gave an update on the Preconstruction grant and the need to obtain a second tranche of funds to pay for the initial 30% down on detailed design work by NRTC of more than \$600,000. He also discussed the VCBB considering the use of the Preconstruction funding process for ordering materials in order for the CUDs to order materials as soon as possible given the long and growing lead times for materials. He indicated CVFiber will be filing for the Materials grant as soon as possible.

RFPs: Materials & Supply Chain; Eligibility; Construction

Jennille reported that the Materials, Warehouse and Supply Chain Services RFP would be issued on 3 May with proposals due on 23 May. She also said that before we can submit a Construction Grants Application CVFiber needed to submit an Eligibility Application, which will be submitted this month.

Town ARPA Update

Ray reported a letter of commitment from Cabot for \$50,000, to be matched by the VCBB for a total of \$100,000 to be expended in Cabot. There are rumors of others in process. Ray said CVFiber had a town ARPA MOU template, but would likely be customized as each town and town attorney reviewed it.

Project Financial Plan Update

Ray reported the financial plan is still in draft form and continues to be updated through the interaction with NRTC.

Other Business

There was no Other Business

Adjourn:

- Meeting adjourned at 7:43