



**CV FIBER
PLANNING AND DEVELOPMENT COMMITTEE
SPECIAL MEETING MINUTES
September 20, 2022**

Planning & Development Committee Members Present:

Ray Pelletier (Northfield), David Healy (Calais), Christopher Shenk (Waterbury), Linda Gravel (Waterbury), Tom Fisher (East Montpelier), Jeremy Matt (Plainfield), Siobhan Perricone (Orange)

Planning & Development Committee Members Absent: Jeremy Hansen (Berlin)

Others Present:

Jennille Smith (Executive Director), David Lawrence (Middlesex), Henry Amistadi (Duxbury), John Russell (Worcester), Jerry Diamantides (Berlin), Vladimir ?? (guest), Advocate ?? (guest)

Called to order:

David Healy called the meeting to order.

Additions to the Agenda:

- None

Public comment:

- None

Updates:

Smartsheet Project Management

- Jennille Smith reported updates are currently being made to Smartsheet; which is project management software that tracks progress on make ready (easements, permits, tree trimming, etc.) and allows information to be shared real time across several users. Additional discussion ensued.

NRTC Design

- David Healy reported they have finished detailed design on three distribution areas which are under review and are continuing to do design work on additional distribution areas and are waiting for additional pole inventory data.

Pole Inventory

- David Healy reported this is progressing slowly and Henry Amistadi advised he can assist as needed.

Make Ready Progress

- Jennille Smith reported that they are working with three utility companies on this (Washington

Electric, Hardwick Electric and Green Mountain Power) and are making good progress overall. David Healy also reported on work completed by Mission Broadband.

Materials & Warehouse

- Jennille Smith reported on materials status and noted that they are working with NRTC to true up the materials list to identify any gaps or delays. They are also working with other CUDs regarding sharing of materials. They have two warehouses as well as outdoor storage and are receiving deliveries weekly. An inventory management system is also being developed for tracking.

WCVT Update

- Jennille Smith reported they have been holding weekly meetings with Waitsfield Telecom on logistics.

Construction Contract Status

- Jennille Smith reported that they are getting close to be able to award the bid and are moving through the negotiation process.

Construction Schedule

- David Healy reported that they still are anticipating starting construction this fall pending make ready status.

CrowdFiber Live Date

- Jennille Smith reported that Linda has done incredible work with this and has started integration on the website. A work session has been completed with CrowdFiber and good progress is being made.

Crawford Group Scope of Work

- Jennille Smith reported that scope of work is being revised for Crawford requesting a more comprehensive marketing plan and a master agreement is pending.

Town ARPA Grant Tracking

- Jennille Smith reported that almost every town has committed funds to CVFiber and shared her tracking document which details a total of \$833,000 committed.

Round Table

- Members shared what they are seeing in their communities with regard to an appetite for the CVFiber service that will be provided, noting that in addition to enthusiasm they are still seeing skepticism that the project will come to fruition.

Meeting Adjourned:

MOTION (David Healy, Ray Pelletier second) to adjourn. Motion carried. 6:04 pm