



## CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES

Virtually on MS Teams

November 10, 2022

### **Present:**

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

### **Absent:**

**Others Present:** Jennille Smith (Executive Director), John Walters (Communications Committee Vice Chair), Linda Gravell (Waterbury), Laurie Beth Putnam (Treasurer)

**Call to order:** Jerry Diamantides called the meeting to order at 5:01 pm.

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

- None

### **Public comment**

- Chuck Burt noted that he received a comment regarding Eustis leaving wire in a farmer's field.

### **Prior Meeting Minutes**

- Jeremy Matt reported that there are no minutes to approve at this time.

### **Treasurer's Report and Bills to Pay**

- Laurie Beth Putnam reported that there are no bills to pay at this time

### **Materials Purchase**

- Jerry Diamantides reported that we're looking at doing another materials buy in mid December. We want to make sure that we have enough materials on hand to keep the contractors moving forward on construction.
- Jennille Smith reported that we've received enough material for the first 400 miles. We're also starting to put our materials into Wild Blue Yonder and we're starting to identify items that we either have more than we need or less than we need (e.g., we have extra lashing wire).

- Ray Pelletier asked if we might run out of space in our warehouse. Jennille noted that we are getting full, but that our hope is that we're going to be burning through materials fast enough that we won't need more space. We're looking at getting more shelving to help with overcrowding. Ray suggested that we might look into renting shipping containers.

### **Construction Grant**

- Jerry Diamantides reported that we're getting ready to apply for our next construction grant disbursement started. Now that we have contracts, that allows us to apply for some disbursements. In addition, now that we have distribution areas ready to go, that also will allow us to apply for disbursements.

### **Webinar 16Nov22**

- Jerry Diamantides noted that we're going to be having another webinar and talked briefly about the topics he would like to touch on.
- Ray Pelletier noted that the Governing Board has authorized the Executive Committee to make the rates public, and that he's comfortable with rates being discussed in the webinar.
- Linda Gravel noted that Crowd Fiber has a space for internet services and asked if we're going to be using that. Chuck Burt noted that he would prefer to publish the information on our own website instead as we have more control over that and that he thinks that it's easier to do it on. Linda noted that we'll need to get Crawford to help us make packages and materials.
- David Healy noted that we should make sure to provide a recording
- MOTION (Chuck Burt second Jeremy Matt) that the Executive Committee authorize Jerry Diamantides to make our rates public during the Webinar (as amended). Passed unanimously. Discussion
  - Jeremy Matt pointed out that our rates are final (accepted as friendly amendment)

### **Crowd Fiber Update**

- Chuck Burt provided an update on the status of our work with Crowd Fiber. We're very close, we just need to get the Communications Committee to approve some of the content. There are also a few other boxes we need to check off, but we're pretty close.
- Linda Gravel noted that we have a testing plan and that we'll be asking the Governing Board to stress test the Crowd Fiber pre-subscriptions page. Jerry Diamantides asked if Linda could provide verbiage to send out the website.
- Chuck Burt noted that we also need to get started on the subscription flow, as that's even more complex than the presubscription flow.
- There followed additional discussion of presubscriptions, subscriptions, installations, and scheduling.

### **Crawford Update**

- Jennille Provided an update on Crawford. There's a focus on the first distribution areas and we're expecting to start to get data back shortly. They're doing an audit of our social media and how we appear online. They will be producing a short and long term business plan.

- Linda asked if the webinar is live and suggested that it might be a good idea to have Crawford look at us. Jennille noted that after Crawford looked at our last one, they suggested that we give more of a broad overview. Jennille is asking for feedback on what was presented last time.

### **Financial Protocols**

- Jerry Diamantides noted that the financial protocols are not any individuals, it's about making sure that we have a system of checks and balances to make sure that we don't have things fall through the cracks, as happened to ECFiber.
- Ray Pelletier reported that he's put together a draft that is being reviewed by a number of folks (the Treasurer, etc) with the intent of avoid the situation that ECFiber encountered. He expects to pass the draft through the Finance Committee as soon as possible.

### **Round Table**

- David Healy reported that the FCC is preparing to release updated broadband access data/maps. They will be releasing the data next week, and anyone can challenge that data (states, ISPs, individuals, etc). David says that he's not sure how they will be able to handle the information. This might cause problems as the infrastructure funds can't be released until the challenges have been addressed.
- David Healy also noted that Northern Borders Regional Commission is providing additional grant money to the State. He also noted that the FCC maps will affect allocation of both federal and state money.
- Ray Pelletier noted that another CUD has been formed and that surrounding towns will likely be joining soon. Ray noted that this shouldn't have an impact on us, as when the State allocated our funding they set aside funding for these towns.

### **Adjourn**

- Adjourned at 5:50 pm.

Respectfully submitted,  
Jeremy Matt, Clerk