



## CVFIBER OPERATIONS AND PLANNING COMMITTEE MEETING MINUTES

Virtually on MS Teams

July 10, 2023

### **Minutes Short Summary**

Approval of the minutes for the June 12, 2023 Operations and Planning Committee meeting was delayed. Lucas Stubbs reported on the approvals still needed to continue construction and make ready progress will also potentially be held up waiting for licenses. Jennille Smith reported that Waitsfield is prepared to provide services once CVFiber begins signing up customers. Linda Gravell reported that the website is ready except for issues that CrowdFiber needs to resolve. Jennille Smith reported that CVFiber will be interviewing four qualified candidates for the Community Relations Manager in the coming week, and the expectation is that this person will be ready to hire shortly. The Operations and Planning Committee entered into executive session.

### **Present:**

**Planning and Development Committee Delegates:** Jeremy Matt (Plainfield), Linda Gravell (Waterbury), Ray Pelletier (Northfield), Christopher Shenk (Alternate, Waterbury), Henry Amistadi (Duxbury), David Healy (Calais)

**Absent:** Siobhan Perricone (Orange) and Tom Fisher (East Montpelier)

**Others Present:** Jennille Smith (Executive Director), and Lucas Stubbs (Operations Manager)

**Call to order:** David Healy called the meeting to order at 5:31pm.

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

- None.

### **Public comment**

- None.

### **Prior Meeting Minutes**

Approving June's minutes was delayed.

### **Updates/Discussion**

- **NRTC Design/Construction Update:** Lucas Stubbs reported that we've had submittals for Moretown 03 and Williamstown 01 and 02, so we are hoping to see these approvals come in

soon. We are finalizing Roxbury 01 and Roxbury 01. Due to the holiday, Lucas Stubbs said that he has not been updated for passings since 420 at the end of June. By the end of the month, we should have everything constructed for which we have approval. Jennille Smith noted that we have received our FT03 approval. Henri Amistadi asked about the website map which shows construction progress. He also asked to specifically to see the Duxbury design work in map format. David Healy shared the map in the meeting and noted there is a size issue with posting it on the website which should be solved shortly. David Healy said he has read only permission to look at the construction drawings and he suggested that Henry Amistadi also get this permission. Ray Pelletier noted that Eustis has contracts has local contracts which should keep our crews in the area if we need to stop work temporarily.

- **Make Ready Progress/Issues:** Lucas Stubbs reported we are still waiting for licenses, and this could hold up construction. Jennille Smith noted that although we have licenses in Marshfield, we need to be careful about how we release these build areas to ensure funding. Jeremy Matt also noted a private firm is advertising to poach potential CVFiber customers. In the Calais OLT, Lucas Stubbs noted we are waiting to get special order power lines in. Lucas Stubbs will alert WEC as soon as they come in to mobilize their crews to install the transformer. We are waiting on VELCO to give us the green light on Waitsfield.
- **WCVT Operations Update:** Jennille Smith reported that CVFiber is working with Waitsfield on the launch and working with our friendlies who are testing our network. We are also working on finalizing our offerings and finalizing licensing as we become operational. Waitsfield is confident that they are ready to meet our demand. David Healy reported that as of Friday, Chuck Burt said 21 people had signed up to subscribe based on the first postcard mailing.
- **CrowdFiber Website:** Linda Gravell reported that the friendlies are having problems with registering because of a CrowdFiber issue. She added that the commercial rates are not yet on the website because the descriptions of each do not yet exist. David Healy wanted to get these live as soon as possible, and he suggested the Communications Committee could write the descriptions.
- **Marketing/Hiring:** Jennille Smith reported that CVFiber has received qualified candidate resumes and plan to interview four candidates shortly.

### **2024 Budget Planning**

- Ray Pelletier noted that we need to have a budget planning discussion and suggested that we need to enter executive session.
- MOTION (Ray Pelletier, Second Jeremy Matt)  
*Move that we enter executive session to discuss records that are confidential pursuant to IVSA section 313 alpha 6 specifically construction and funding that relate to our strategic planning and invite into our session Jennille Smith and Lucas Stubbs whose information is needed.*  
Passed unanimously. No Discussion.
  - Enter: 5:54
  - Exit: 6:33
- No action came out of executive session.

**Adjourned at 6:35pm.**

Respectfully submitted,  
Jeremy Matt, Clerk