



CVFIBER OPERATIONS AND PLANNING COMMITTEE MEETING MINUTES

Virtually on MS Teams

January 11, 2024

Minutes Short Summary

David Healy is resigning in May as a delegate for the Town of Calais so the Operations Committee will need a new Chair and Vice Chair. Approval for the minutes of the December meeting were delayed. David Healy reported that as of today, 211 miles of construction of fiber. CL01, CL01, RS01 and RS02 are almost 100% complete in terms of mileage of fiber. The first business, Maple Corners, now has CVFiber service. Hardwick Electric and the need for permits has caused a delay in upcoming construction so CVFiber will lose some manpower in the short term. The expectation is that the bridge loan will be finalized shortly, which will allow the contracts for one or two construction crews to be signed. The Operations and Planning Committee will not change its name to the Operations Committee. David Healy encouraged Towns to identify areas that are identified as served which are not served in reality. He also reviewed other needs for the BEAD funding application. WCVT is increasing the number of installations they complete each week.

Present:

Planning and Development Committee Delegates: David Healy (Calais, Chair), Siobhan Perricone (Orange), Jeremy Matt (Plainfield), Henry Amistadi (Duxbury), and Tom Fisher (East Montpelier)

Absent: Linda Gravell (Waterbury)

Others Present: Jerry Diamantides (Delegate, Berlin), Jennille Smith (Executive Director), Lucas Stubbs (Operations Manager), John Reid (Alternate Woodbury), and Sybil Schlesinger (Alternate, Moretown)

Call to order: David Healy called the meeting to order at 5:30pm.

Additions to the agenda:

- None.

Public comment

- David Healy will relinquish his delegate status for the Town of Calais in May so the Operations Committee will need a new Chair and Vice Chair.

Prior Meeting Minutes

- Approval of the minutes for December was delayed.

Updates

- **Customer Sign-ups:** David Healy reported that as of today, 211 miles of construction of fiber. CL01, CL01, RS01 and RS02 are almost 100% complete in terms of mileage of fiber. We have 710 lit locations available for sign up. In CL01, there are 193 presubscriptions, which is 58% of all that could get service. Only 130 have actually ordered service, so this is a take rate of 39%. Currently, there are 60 installations, which means 46% have service. In CL02 has 202 presubscriptions or 51% of eligible locations. 138 of these have signed up and subscribed so a take rate of 35%. Waitsfield has just started and 10 installations are completed.
- **Installations:** David Healy noted the same problem with subscribers not returning phone calls, but one business has been lit: Maple Corners. The manager is ecstatic.
- **Construction Progress:** Lucas Stubbs reported the biggest issue is that we don't have enough green licenses. Crews are ready to go and they have moved faster than expected. There is a delay and we need to slow down the crews. We have three crews and one is doing gigs. We expect Hardwick Electric to help out, but they are resistant. They are a small operation without extra manpower so the weather has impacted their participation. Lucas Stubbs is pushing.
- **Made Ready Progress Hardwick:** Lucas Stubbs reported Marshfield is in good shape. The plan is to go there next.
- **Permit Status: CL03, MA01, 02, 03:** Lucas Stubbs reported MA01, 02, 03 need only a few pole licenses. MA01 is only missing one license. Siobhan Perricone asked if this slow down would cause CVFiber to lose crews. Lucas Stubbs said this would cause of a slow down later of a few weeks.
- Henry Amistadi said he understands that Hardwick Electric is a perennial problem. Could the crews be held and go elsewhere. Jennille Smith replied there is currently limited green space. In Marshfield, we have to issue a notice to proceed, which requires the make ready, permit and licensing must be done. CVFiber also needs the funding. Henry Amistadi asked if make ready issues are slowing down the crews. Jennille Smith said yes in CL03.

Reconsideration of Committee Name

- David Healey said he would like to change the name back to Operations and Planning Committee. The Governing Board was not asked to finalize this name change.
- Jeremy Matt agreed that the name should not be changed.
MOTION (Jeremy Matt, Siobhan Perricone)
Move not to bring the name change to the Governing Board.
Passed Unanimously.

2024 Tasks

- **Funding:** Jennille Smith reported that in the first quarter, the warehouse is open two days/week and we have some green runway in RS01 and RS02 and CL03 where crews can work, but the number one priority is installations in CL01, CL02 and shortly in RS01 and RS02. In the second quarter, we do need to true up materials to be ready for Marshfield and

get the funding through. We have two positive responses for the RFP and the bond counsel. The process should be completed relatively quickly.

- **Issue of Contract(s) MA01-03, MT01-03, PL01:** Jennille Smith reported once the funding is in hand, we will be able to complete contracts with one or two construction crews. We may move forward with two construction companies so we can move more quickly, but we cannot have more than one company in one distribution area. For example, Eustis says it will take a few weeks to ramp up.
- **Make Ready:** Jennille Smith reported good progress.
- **Construction Crews:** Jennille Smith reported as above.
- **Critical Review of Design to minimize overbuild:** Jennille Smith reported as above.
- **BEAD Planning and Application:** Jennille Smith reported that we are working on BEAD funding now for 2025 in the first quarter.
- Henri Amistati asked David Healy to comment on the BEAD funding. Jennille Smith there is state money available for the application process. We are also discussing cooperation with VCUDA to share resources. There is a challenge process which opens January 15th, and this is important so we can show areas that are currently showing as served are not served.
- David Healy noted that the data is currently available and all sites that have fewer than 120 will be eligible. David Healy would like to verify that there is actually cable in these areas. In addition, one of the BEAD eligible locations is off-grid. We designed for all locations, including off-grid. David Healy wants to be sure that the state maps show that these are not served.
- Henri Amistadi said the Towns could be asked to participate for this tasks; David Healy agreed that this is boots on the ground. David Healy can prepare these lists, but he wants to be sure the maps are public. Each town will need to participate.
- Tom Fisher asked if cable goes by is a household considered served. A distinction could be made between served and reasonably served.
- Siobhan Perricone said she has challenged this for her own town. Orange does not have any cable so why is the state saying the Town is served. Only a small sliver of East Orange has any fiber/cable.
- David Healy will be working with Jennille to get this down within the two-week timeframe. CVFiber's phase one plan also needs to be approved before anything can be challenged. There are also issues related to wireless.
- BEAD funding allows 20% of served address to count for unserved. Lucas Stubbs said the designs would have to be changed, and David Healy agreed.

WCVT Operations Update (potential Executive Session)

- Roger Nishi from WCVT could not attend. David Healy reported that they are doing more installations/week. Eustis is assisting. We may have to educate to prepare customers to know where they want the box installed. Olivia Kantyka has also been working with WCVT.

Round Robin

- Henry Amistadi said that on Saturday, there would be a CVFiber table at Duxbury on January 13th at the Town Have Your Say Day as our Town Meeting is not in March.

- Tom Fisher noted that given the Vermont population, CVFiber might need to plan to market for committee members. David Healy said he hoped that all delegates had completed their surveys so Olivia Kantyka can education Town Clerks and Select Boards to assist in recruitment.
- Jennille Smith noted there would be training for management and the entire board on-line.
- John Reid said he is looking forward to being the delegate for Woodbury. Lucas Stubbs noted that it is great to have John Reid on board. Brookfield had a slight delay in staffing but the back up generator should be on-site on January 22nd.

Adjourned at 6:14pm.

Respectfully submitted,
Jeremy Matt, Clerk