



**CVFIBER OPERATIONS AND PLANNING COMMITTEE
MEETING MINUTES**
Virtually on MS Teams

June 13, 2024

Minutes Short Summary

The Operations and Planning Committee approved the minutes for the April 25, 2024 meeting. CVFiber has 341 customers and is holding steady at ten new customers/week. In addition, CVFiber has 247 total miles constructed, and a total of 2,168 addresses passed. Jennille Smith reported no outages recently and seven minutes of planned down time. John Reid was nominated and confirmed as Chair, and Christopher Shenk was nominated and confirmed as Vice Chair. The Operations and Planning Committee invites NEK Broadband to present to this committee how their use of staff and working groups functions to replace the work of CVFiber's Operations and Planning Committee at the next Committee meeting.

Present:

Planning and Development Committee Delegates: Jeremy Matt (Plainfield), Henry Amistadi (Duxbury), Siobhan Perricone (Orange), Christopher Shenk (Acting Chair, Alternate Waterbury), and John Reid (Woodbury)

Absent: Tom Fisher (East Montpelier)

Others Present: Sybil Schlesinger (Moretown Alternate) and Jennille Smith (Executive Director)

Call to order: Christopher Shenk called the meeting to order at 5:32pm.

Additions to the agenda:

- None.

Public comment

- None.

Prior Meeting Minutes

- MOTION (Jeremy Matt, Second John Reid)
Move to approve the minutes of the April 25, 2024 meetings as drafted.
Christopher Shenk abstained. Motion passed.

Updates

- **Construction/Customer Sign Ups/Installations:** Jennille Smith reported that CVFiber is doing between 10-15 installations/week. We have two to three crews in the field but they are doing installations for both Maple Broadband, NEK and CVFiber. CVFiber has 341 customers. We are holding steady at ten new customers/week. Two hundred people are in the queue, but 103 need action by the customer in terms of rodding and/or conduit, so we have 97 customers ready to go who should be installed in ten weeks. Our event on June 22nd will enable potential customers to ask questions, which frequently leads to more sign ups. We expect to build no miles but expect to pass 20 new addresses before the construction season ends. We have 247 total miles constructed, and a total of 2,168 addresses passed.
- Christopher Shenk noted that installations will slow in the winter, and Jennille Smith noted that underground work is almost stalled then too so the focus is on getting this work done now so installations can continue through the winter.
- John Reid asked when installations will start in CL03. Jennille Smith reported that July 1st is likely, but this has not been announced yet. Testing and gig work need to be completed. NEK Broadband has promised to give us flaggers when they do not need them. Clean-up is a big part of gig work.
- **WCVT Operations Update:** Jennille Smith reported no outages recently. There was an outage of seven minutes two weeks ago, but customers got notice because this was a planned outage for testing. Christopher Shenk said planned down time is not usually called an “outage” and does not count against reliability. Jennille Smith said the report will now read no outages and seven minutes of planned down time.

Vote for New Operations and Planning Committee Chair

- Siobhan Perricone led the meeting at this point so Christopher Shenk could be nominated for an office.
- MOTION (Jeremy Matt, Second Siobhan Perricone) Jeremy Matt nominated John Reid for Chair. Nominations for Chair were closed.
- MOTION (Jeremy Matt, Second Siobhan Perricone) Jeremy Matt nominated Christopher Shenk for Vice Chair. Nominations for Vice Chair were closed.

Discussion – Future of the Operations and Planning Committee with NECB

- Christopher Shenk noted that regardless of what happens with the merger, the future of this committee should be discussed. NEK Broadband does the bulk of their work with working groups rather than committees. Christopher Shenk thought a plan should be in place for either scenarios, merger or no merger.
- Jennille Smith noted that NEK Broadband has a bigger staff, for example, a staff member does a lot of the GIS work that David Healy was doing, and they also have working groups and rely more on the Executive Committee rather than the Board. Their model relies heavily on staff with the support of working groups. There followed discussion regarding how to organize the merged CUD. The general consensus was that moving towards a model where the Board provides direction and employees implement day-to-day decisions is necessary, but concerns were raised regarding maintaining openness as a public entity.
- John Reid asked if there should be consideration of suspending regular Operations and Planning Committee meetings for now. Jennille Smith thought this was premature.

- Henry Amistadi also expressed an interest in NEK’s preliminary ideas about the future build plan at the end of the presentation. Siobhan Perricone noted that Christa Shute’s response could be that they don’t have time to put a presentation together now. Henri Amistadi was willing to wait a month. Jennille Smith said she thought Henry Amistadi was asking how NEK makes decisions without an Operations Committee. Christopher Shenk said that the CVFiber Operations Committee did make these decisions in the past.
- Jennille Smith said she would invite Christa Shute and Matt Hubbard from NEK to the next meeting.

Adjourned at 6:23pm.

Respectfully submitted,
Jeremy Matt, Clerk

DRAFT