



## Executive Committee Meeting Minutes - Draft

Thursday, March 20, 2025

5:30 pm

### Attendees:

**Executive Committee Members:** Nick Anzalone (Chair), Christa Shute, Mary Metcalf, Mike Strait, Jeremy Matt, Siobhan Perricone, Sally Vallat, Chuck Burt, Ray Lanier, Brian Machesney, Tom Fisher, and Paul Fixx.

**Governing Board Members:** Henry Amistadi and John Russell

**Additional Staff:** Kitty Ufford-Chase, Tonya Ozone, Chris Fortuna, Danielle Sukkaew

**Guest:** Jose Aguayo of VCBB

5:31 pm. The meeting started with a quorum.

**Agenda Review - approved with the addition of a “BEAD Strategy Update” item to the end of the agenda.**

### Approval of Draft Minutes for March 6, 2025

<b>Motioned: Jeremy Matt</b> <b>Seconded: Mike Strait</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: to approve March 6, 2025 Minutes</b>	Passed with two abstentions: Chuck Burt and Siobhan Perricone

**Public Comment:** Jose Aguayo introduced himself and said he will be attending our meetings on a regular basis. He is the Rural Broadband Technical Assistance person for VCBB. His role is to support the CUDs, especially with permitting issues that are uncertain at this time.

### NRTC Termination:

<b>Motioned: Chuck Burt</b> <b>Seconded: Jeremy Matt</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: to go into Executive Session under the provisions of 1 VSA §313 with staff, and Board Members in order to discuss</b>	Passed with no objections

<b>NRTC Termination, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b>	
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Executive session was entered at 5:38 pm and ended at 5:54pm. No action was taken.

### Discussion of Annual/Organizational Meeting on May 8, 2025

**Discussion Summary:** Nick reminded the EC that during the upcoming May 8 Governing Board organizational meeting, officers and EC members will be elected. Since he has not heard otherwise, Nick is assuming that everyone on the EC is willing to continue to serve. County Reps need to organize their counties to see who might want to be the Country Rep to the Executive Committee. Kitty will send out the list of GB Members by County to EC members. There also may be GB members, who have been attending EC meetings in order to get more familiar with the work of the EC, who may be interested in serving. Clarity on who will be on the slate to vote on needs to be achieved by mid-April to give plenty of notice for the May 8 meeting since it is the Annual Meeting of the CUD.

Chuck agreed to put his proposal for a process to nominate County Reps into a google doc so that it can be put on the agenda for the next EC meeting. Christa will also put in the proposal information from the legal team about organizing staggered terms of EC members going forward. The proposal will be sent out ahead of time to EC Members for feedback as well.

### Metric Review, Add/Changes for Monthly EC Reviews, Conduit Need Status:

**Discussion Summary:** Christa brought up the topic of whether various metrics should be discussed in public or executive session. She also asked the EC to reflect on what kind of metrics the EC wants going forward and how frequently - monthly, quarterly, etc. There seemed to be agreement that any information that could be used by our competitors against us should be discussed in executive session. Another thought that was raised is to think about internal vs. external metrics and that at some point we should be clear about which metrics are external (public) and thus ensure that all other metrics be kept internally.

The key performance indicators that are related to our mission could be of interest to the public and we do want to be as transparent with the public as we can. Staff will also want to keep paying attention to any metrics that are pro-active, diagnostic and preventative. WCVT will be invited to come to a future EC meeting to present their data/metrics. For Governing Board members we will continue to supply the take rate by town as well as by OLT. For EC members, We will give a deeper look quarterly or monthly on planned vs actual miles.

**Conduit issues:** We have about 245 people that need conduit, which translates into an annual revenue of \$235, 000 that we are foregoing. We will be offering an aerial drop option to those who can get it that way but the issue of conduit is still very challenging. BEAD will force us to figure this out because it requires that we have a solution to reach every address within 10 days without being able to charge extra for conduit. This issue will be evaluated for priority at the next A3 update expected to be this summer after the BEAD application is in, and the

mapping and eLation transitions are completed. It was suggested that when we do a temporary overground conduit to someone who doesn't want to wait for service, that they know from the start that there will be an increased cost when we come back in the future to work on setting up the fiber line through their underground conduit (even if we aren't paying for that conduit).

### BEAD Strategy Update

<b>Motioned: Jeremy Matt</b> <b>Seconded: Sally Vallat</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: to go into Executive Session under the provisions of 1 VSA §313 with staff, and Board Members in order to discuss our BEAD strategy, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.</b>	Passed with no objections

Executive session was entered at 6:38pm and ended at 6:57pm. No action was taken.

### Adjourn

<b>Motioned: Jeremy Matt</b> <b>Seconded: Chuck Burt</b>	<b>Passed with no objections</b> <b>Passed with objections</b> <b>Failed</b>
<b>Motion: To adjourn at 6:57pm.</b>	Passed with no objections

*Drafted by Kitty Ufford-Chase*