

LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
EXECUTIVE COMMITTEE MEETING
Wednesday, July 29, 2020 at 7:00 p.m.

DRAFT MEETING MINUTES

Attending members

Michael Rooney, Jeff Tilton, Jane Campbell, Tim Humphrey, Tasha Wallis, Lea Kilvadyova

Also attending

Lucy Rogers

Call to Order

7:05 p.m. by Michael Rooney

Agenda Changes

Lea Kilvadyova added a discussion about meeting scheduling

Public Comment

None

Feasibility Study Update

Tim Humphrey, Jeff Tilton and Lea Kilvadyova attended a meeting with Tilson. Meeting summary follows.

- Survey Update: Over 300 responses to date, 26 respondents have no internet, 200 respondents are interested in a new service plus additional 40 are interested if service is affordable and reliable. Survey will close mid-August.
- Jane Campbell wrote a News & Citizen letter to the editor to encourage further participation in the survey.
- High-level design presentation: Tilson presented an initial mock up design with all addresses in the service area; network is proposed to be GPON; to interconnect the network with other CUD networks it will be important to work with common vendors to have compatible network electronics; financial analysis will be completed by mid-August. Lea requested that the network design prioritizes and shows underserved areas and distinguishes RDOF eligible and RDOF non-eligible areas. Space will be needed from central office and remote terminals. Perhaps Technology Committee could research available spaces.
- After the meeting, Lea K. spoke with Tilson about further partnership opportunities through the Connectivity Community Resilience Program.

Treasurer Search

Executive Committee members will create a short-list of candidates and send the names to Jane Campbell. The discussion will continue at the next meeting. Before Treasurer selection is finalized, Tasha Wallis recommended that the organization adopts financial policies and procedures.

Financial Policies and Procedures

Jane Campbell offered to review model financial policies prepared by the Vermont League of Cities & Towns and prepare a draft for Executive Committee's review. Tasha Wallis will assist. Lea Kilvadyova will reach out to EC Fiber and ask for a copy of their financial policy.

Grant Application to VT DPS Connected Community Resilience Program (CCRP)

Lea Kilvadyova reviewed the proposed work scope for CCRP grant application. Tasks included in the proposal were: Hire LCPC to perform administrative and consulting functions; Retain Tilson to conduct pole assessment survey; Hire consultant to raise funds for network buildout; Retain legal help and Hire treasurer. Total proposed budget was \$100,000. The Committee recommended removing the item to hire fundraising consultant and adjusting the proposed budget accordingly. The remainder of the proposed scope looked good. Lea will proceed to prepare the full application with the goal to present the application to the Governing Board at their next meeting.

Tim Humphrey moved, Jane Campbell seconded the motion to present the CCRP grant proposal to the Governing Board and to recommend that the Board approves the CCRP proposal submittal to VT DPS. Vote: 4-0-0.

Meeting Scheduling

Executive Committee agreed to hold a special meeting of the Governing Board on Monday, Aug 3rd to review the CCRP grant proposal, assign tasks to the Technology Committee and hear from the website committee.

The Executive Committee recommended the following initial tasks for the Technology Committee: 1. Prepare a pamphlet briefly explaining the various internet delivering technologies such as Fiber, wireless, DSL, Starlink satellites, 5G etc. NEK broadband CUD Technology Committee may be able to help. 2. Study VCUDA's proposal for architectural network interconnectivity among the various CUD and report to the Governing Board.

Adjourn

8:31 p.m. Motion by Jane Campbell, seconded by Tim Humphrey. Vote: 4-0-0