

**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT**  
**EXECUTIVE COMMITTEE MEETING**  
**Jan 6, 2021 at 7:00 p.m.**  
**MINUTES**

**Attending:** Larry Lackey, Doug Molde, Jane Campbell, Tim Humphrey, Lea Kilvadyova, Jeff Tilton, Michael Rooney

**Also attending:** Paul Warden

**Call to order, changes to the agenda, public comment**

Call to order by Michael Rooney at 7:01 p.m.

**Minutes Approval**

Motion to approve the Dec 16<sup>th</sup> minutes as amended. Jane motioned. Doug seconded. All voted in favor, motion passed.

**Updates**

At the Jan 6<sup>th</sup> VCUDA meeting, Rob Fish stated that it is uncertain that DPS will be able to use the remaining CARES ACT funds dedicated to CUDs in 2020 for new projects.

There is \$1.5 million in the Governors' budget for CUDs and DPS will be working an RFP for dispersal of the funds.

DPS applied for funding from the Northern Borders Regional Commission that, if approved, will enable to hire a project developer to work with the CUDs on financing strategies.

We have not yet received a draft of the MoU for the northern tier CUDs that is being drafted by NEK Broadband.

The General Liability and Directors & Officers insurance bill was paid with the binding date being 1/1/2021.

**Draft Clerk Job Description, Business Plan and Vendor Task Force Charters**

Executive Committee reviewed drafts of Clerk Job Description, the Business Plan Task Force Charter and the Vendor Task Force Charter and made revisions.

Motion to recommend to the Board acceptance of the Clerk Position Description with changes as discussed. Jane Campbell moved. Doug Molde seconded. All voted in favor and the motion passed.

Motion to recommend to the Board approval of the Business Plan Task Force charter with changes as discussed. Jane Campbell moved. Jeff Tilton seconded. All approved, the motion passed.

Motion to recommend to the Board approval of the Vendor Plan Task Force charter with changes as discussed. Jane Campbell moved. Jeff Tilton seconded. All approved, the motion passed.

Motion to recommend to the Board appointment of Larry Lackey as Chair of the Vendor Task Force and for Larry to recommend task force members. Jane Campbell moved. Doug Molde seconded. All approved, motion passed.

### **Draft LCPC Contract**

Motion to recommend to the Board entering in contract with the LCPC through March 31, 2021, per the presented draft agreement and with the hourly rate for services included. Doug Molde moved. Jeff Tilton seconded. All voted in favor and the motion passed.

### **Timeline and funding for near-term strategic steps**

Lea Kilvadyova presented a timeline for near-strategic steps outlined by Larry Lackey at the Dec 16<sup>th</sup> Executive. Between February and May, the focus should be on continuing the business plan development process. The business plan that is being developed by Tilton will be a good starting point. We will need to follow up engaging with local ISPs/vendors to determine parameters of potential partnerships. On a parallel track, it would be wise to develop a business plan option for a larger service territory consisting of member towns from Lamoille FiberNet and the Northwest CUD. Near-term fundraising should focus on securing 1) consultants who can help frame the ISP conversations and develop a business plan for the two CUDs and 2) securing funding for the district administrator.

The statute requires that CUDs hold an organizational meeting on second Tuesday in May, following Selectboard appointments of CUD delegates. This meeting will be an opportunity for Lamoille FiberNet to reorganize, appoint/reappoint officers and develop a committee and task force structure deemed most effective by the CUD.

### **Adjourn**

Motion to adjourn at 8:32 p.m. Jeff Tilton motioned. Doug Molde seconded. Motion carried unanimously.