

**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
GOVERNING BOARD: REGULAR MONTHLY MEETING**

September 23, 2020 at 7:00 p.m.

This is a remote Zoom meeting.
Join by video: <https://www.zoom.us/>
Join by Phone: +1 646 558 8656
Meeting ID: 955 6900 7132
Passcode: 377340

AGENDA

- 7:00 Call to order, Changes to the agenda, Public comment
- 7:10 Review of draft minutes from September 2nd meeting (Action)
- 7:15 Treasurer's report and authorization of payment of \$10,200 to LCPC for administrative and consulting services performed between July 1 and August 31, 2020 is it okay to date the services beginning before our CARES grant or VCF grant (yes – CARES started March 1)? related to the Covid Response Connected Community Resilience Program. (Action)
- 7:25 Administrative, Website and Technology Committee Updates
- 7:35 Feasibility study status
- 7:50 Executive Committee's recommendation for pole assessment consultant (Action)
- 8:10 Discussion about priority routes for pole assessment
- 8:30 VEC Meeting
Adding Towns
- Adjourn

**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
GOVERNING BOARD: SPECIAL MEETING
September 2, 2020 at 7:00 p.m.**

MEETING MINUTES – Approved 9/23/2020

Chart of Actions

Who	What	Status
Board	Send to Jane suggestions for treasurer/bookkeeper position	In progress
Lea K.	Share broadband survey results with the Board	Done
Executive	Develop LFCUD-LCPC agreement for consulting and admin services	Done
Lea K.	Send a letter to PSD with additional feedback to Round 2 CI	Done

Town Representatives and Alternates Attending (V=present and voting; P=present)

Town	P/V	Representative	P/V	Alternate	P/V	Alternate
Cambridge	V	Tim Humphrey	-	Sam Lotto		-
Hyde Park	V	Michael Rooney	P	Jack Wool	-	Carol Fano
Johnson	V	Charlotte Reber	P	Doug Molde	P	Paul Warden
Morristown	V	Jane Campbell	P	John Meyer	-	Carl Fortune
Waterville	-	Jeff Tilton	V	Lucy Rogers		-
Belvidere	V	Carol Caldwell Edmonds	P	Kipp Verner		-

Also attending:

Larry Lackey, Stephen Friedman

Call to order, Changes to the agenda, Public comment

Michael Rooney called the meeting to order at 7:01.

Lea Kilvadyova asked to remove the Aug 3rd minutes approval from the agenda as the minutes were already approved. Lea also asked to add a discussion about Round 2 Connectivity Initiative and a discussion about the bank resolution.

Paul Warden asked to add a discussion about email accounts for Board members.

A member of the public, Stephen Friedman introduced himself as a part time resident from Stowe interested in LFCUD conversations.

Review draft minutes from Aug 26th meeting

Lea Kilvadyova noted that the title of the minutes needs to change from “Emergency” to “Regular”. Jane Campbell moved, Lucy Rogers seconded to approve the August 26th minutes as

amended. Vote: 6-0-0

Review Governing Board Job Description

Jane Campbell presented the draft of the Governing Board Job Description. Michael Rooney noted that the document title should include the word "Governing". Lucy Rogers suggested including a link to LFCUD's Conflict of Interest Policy. Lucy Rogers moved, Tim Humphrey seconded to approve the Governing Board Job Description with changes discussed. Vote: 6-0-0

Review Bylaw Change Proposal - Treasurer Role

Doug Molde introduced the draft language of the Treasurer paragraph in the Bylaws. Tim Humphrey suggested to change "custody of the funds" to "responsibility for the funds". Jane Campbell moved and Tim Humphrey seconded to accept the draft Treasurer paragraph with changes discussed. Vote: 6.0-0

Review Bookkeeper Job Description

Doug Molde introduced the draft bookkeeper description. Michael Rooney and Lucy Rogers noted that the District name in the first sentence needed a correction. Jane Campbell suggested expanding "appointed" to "appointed or hired" in the sentence starting with "The Bookkeeper shall be appointed... Jane Campbell moved to accept the draft bookkeeper description with changes discussed, Tim Humphrey seconded. Vote: 6-0-0

Bank resolution

Jane Campbell move to approve the amendment to the bank resolution as presented. Lucy Rogers seconded. Vote: 6-0-0

Review Financial Policies

Tim Humphrey introduced the draft financial policies in the Board packet and said the drafts follow Vermont League of Cities and Towns" model policies. Carol Caldwell Edmonds suggested separating policy guidance documents from the actual policies. Lucy Rogers moved to approve the following policies discussed by the Board: Accounting, Auditing and Financial Reporting Policy; Cash Receipts, Petty Cash and Returned Check Policy; Fraud Prevention Policy; and Internal Financial Controls Checklist. Policy guidance to be separated from the policies. Jane Campbell seconded. Vote: 6-0-0

Review Draft Mission Statement

Paul Warden introduced and the Board discussed the draft mission statement and philosophy.

Tim Humphrey moved and Lucy Rogers second the motion to approve the following mission and philosophy:

MISSION: The mission of Lamoille FiberNet Communications Union District (LFCUD) is to make locally controlled, affordable and reliable high-speed Internet service available to every address in our member towns.

PHILOSOPHY: We believe that high-speed Internet access is needed to foster economic development, broaden educational and career opportunities and expand telehealth and social communications within our region. To this end, we envision LFCUD as a flexible and responsive municipal entity that supports the development and maintenance of a network that provides net-neutral Internet access in a manner that meets the current and future needs of our community.

Vote: 6-0-0

Review of additional ISP proposal for Round 2 Connectivity Initiative funding

Lea Kilvadyova said that after she submitted the letter to VT DPS objecting to the wireless projects proposed for Round 2 Connectivity Initiative, she became aware of an additional wireless proposal for Belvidere. The proposal from RTO Wireless is for approximately 120 addresses in Belvidere. Carol Caldwell Edmonds said she was not in favor of the proposal, but the people of Belvidere may feel differently. Jane Campbell noted that RTO Wireless should conduct a community survey to ascertain whether the proposed technology would be agreeable to Belvidere. Tim Humphrey moved to draft a letter opposing the proposed wireless project in Belvidere and reiterate justification from the last letter. Charlotte Reber seconded.

Vote: 6-0-0.

Adjourn

Carol Caldwell Edmonds moved, Jane Campbell seconded to adjourn at 9:00 p.m. Vote: 6-0-0