



**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
 VENDOR TASK FORCE MEETING
 March 16, 2021 at 6:00 p.m.
 MINUTES Approved 4/6/2021**

Action Needed	Who	By When	Status
Intro LFCUD to GWI	Larry	By 4/6/21	
Consider which partner focus you'd prefer	All	By 4/6/21	
Set up Dropbox & notes	Jane	ASAP	
Log call/meeting notes in Dropbox	All	ASAP	Ongoing
Contact MCFiber re meeting	Larry	By 3/31/21	
Contact Sam Buckley re VEDA loan	Larry	ASAP	
Give go-ahead to Stowe board members to begin talks with Stowe Access	Larry	ASAP	
Invite Stephen to join task force and if he agrees, ask board to approve	Larry	By 3/18 to get on board's 3/24 agenda	
Send Jane key points for "case statement" to bring to partner meetings	All	By 3/23/21	
Create "case statement"	Jane	By 4/5/21	

Attending Members: Carol Fano, Lucy Rogers, Larry Lackey, Kipp Verner

Absent Members: Sam Lotto

Also Attending: Jane Campbell

Meeting was called to order at 6:04 PM by Larry Lackey

- 1) **Roll call was conducted.**
- 2) **These items were added to the agenda:**
 - a) 3/2/21 Meeting Minutes
 - b) Technical Assistance from RISI
 - c) Task force name

- d) Whether task force members should have an area of focus
- e) Motion: Kipp moved to approve minutes of the 3/2/21 meeting as amended, Carol seconded, approval was unanimous.

3) 3/2/21 Meeting Minutes

- a) Motion: Kipp moved to approve agenda as submitted, Carol seconded, approval was unanimous.

4) Lea Kilvdyov

- a) Committee members shared their memories of Lea:
- b) Larry talked about how much he appreciated Lea’s skillful planning and strategizing, and that since her passing, he often asks himself “what would Lea do?”. Kipp noted that Lea will be missed in many ways, and that she kept steering everyone in a common direction. Carol mentioned that Lea will be missed in Hyde Park and Johnson as well as in Lamoille FiberNet, and Jane noted that Lea’s many achievements were achieved with a graceful style. Larry noted that a remembrance event is being planned for the summer, and he ended by saying that the best way to honor Lea’s legacy is to carry on with Lamoille FiberNet’s work.

5) Technical Assistance from RISI

- a) A Vermont Community Foundation grant is supporting technical assistance from RISI for CUDs. The Lamoille FiberNet Executive Committee met with the consultants and asked them to review the business plan and give feedback, including content that would relate to ISP partnerships and on the viability of partnering with other CUDs or larger ISPs. The consultants said they could also join us in meetings with ISPs. Larry noted that it would be helpful to include their assistance in Task Force discussions.

6) Task force name

- a) Committee members agreed that the task force may cover vendors, financial institutions, etc., and that the relationships would be more like partnerships than vendors/customers. *Lucy Rogers arrived.*
- b) Motion: Carol moved to recommend to the Executive Committee and Governing Board changing the name to Partnership Task Force, Kipp seconded, approval was unanimous.

7) Whether task force members should have an area of focus

- a) The committee agreed that it would make sense for each task force member to focus on specific geographic areas or potential ISP partners (i.e., small teams of task members could spearhead engagements with specific partners, using the full task force as resources as needed:
 - i) Mansfield Community Fiber (Cambridge, Waterville, Belvidere Eden)
 - ii) Consolidated (which provides service in all areas of LFCUD)
 - iii) Kingdom Fiber (which provides service in Craftsbury, adjacent to Eden.)
 - iv) Stowe Access (Stowe; Stephen Friedman is interested in this focus.)
 - v) Stowe Access (Cambridge)

- b) It was noted that GWI has expressed interest in expanding to Vermont; Larry will contact them and introduce them to Lamoille FiberNet.
- c) To ensure that all key information is shared among teams, the committee will use Dropbox folders, and all agreed that each member will log the date, their initials and important notes from each conversation or meeting. The notes can be redacted as needed to maintain confidentiality for future Public Records requests.
- d) Jane will set up the Dropbox folders; when Lamoille FiberNet transfers to a data storage system, these Dropbox files will need to be migrated to whichever new system Lamoille FiberNet adopts.

8) Discussion of conduit necessary for line extensions in Stowe

- a) Stowe Access has publicly said they will extend broadband to all of Stowe except for about 50 addresses — and except for areas where there are not utility poles or conduit all the way to the residence or business. There are many Stowe homes and subdivisions that do not have available conduit. As first steps, Lamoille FiberNet’s conversations with Stowe Access could include:
 - i) Understanding/confirming where and when Stowe Access will build.
 - ii) Clarifying the company’s policy regarding building in underground areas, e.g., how neighborhoods can organize, or the potential for obtaining grants to support these areas.
- b) It was agreed that the Stowe members of the Lamoille FiberNet Governing Board will spearhead these discussions.

9) Possible Non-Disclosure agreement with Consolidated Communications (CCI)

- a) Consolidated has indicated that they are interested in speaking with Lamoille FiberNet, and they will send us a proposal for an NDA. When we receive the draft of the NDA, we will have a lawyer review it.
- b) Larry encouraged all task force members to read the documents he recently posted, especially the one from the Town of Rindge Broadband Committee, which shows what CCI’s approach has been in NH.

10) Other business

- a) Mansfield Community Fiber (MCF) applied to VEDA for a broadband infrastructure loan that included Cambridge, and it appears that it may include Waterville and Belvidere as well. Their website includes a map showing their planned routes.
- b) It was agreed that Larry and Kipp (and/or Lucy) will ask MCF for a meeting during last week or March or first week of April, to begin exploring possible ways to partner.
- c) All agree that task force members need a “case statement package” to use in conversations with potential partners; Jane will lead creation of the “package.”

11) Task Force Members

- a) It was suggested that Stephen has significant interest in working with Stowe, and since he has expertise in developing business contracts, it would be ideal if he could join the task force — Larry will ask Stephen.

12) Next meeting

- a) The Task Force will meet twice a month, on the first and third Tuesday of the month, so the next meeting will be April 6th at 6:00-7:30 PM. It was agreed that when the meeting agendas are sent, a task force member will be appointed to take that meeting's minutes (minute-taking will be on a rotating basis, alphabetically by name).

Lucy left the meeting.

13) Adjourn

- a) Motion: Kipp moved to adjourn, Carol seconded, approval was unanimous.