



**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT
EXECUTIVE AND FINANCE COMMITTEE MEETING
January 6th, 2022 at 7:00 p.m.
Location: GMSS, 93 James St, Morrisville, VT
APPROVED MINUTES**

7pm Call to Order: Jane Campbell called the meeting to order.

7:01pm Roll Call:

Town Representatives and Alternates Attending
(V=Present and Voting, P=Present, A=Absent)

Town	P/V	Representative	P/V	Alternate	P/V	Second Alternate
Belvidere	V	Carol Caldwell-Edmonds	A	Kipp Verner		
Cambridge	A	Sam Lotto	A	Teelah Hall	A	
Eden	A	Liza Jones	A	Damien Le Clerck		
Hyde Park	v	Michael Rooney	A	Carol Fano	A	Jack Wool
Johnson	A	Charlotte Reber	V	Paul Warden		
Morristown	V	Jane Campbell	A	John Meyer		
Stowe	V	Stephen Friedman	A	Scott Weathers	A	Chris Foran
Waterville	V	Jeff Tilton	P	Lucy Rogers		
Wolcott	A	Bruce Wheeler	A	Mike Davidson		

Other members attending: Larry Lackey, Val Davis

Public/Guests: none

7:02pm Agenda changes & public comment: No public attendees:

Val mistakenly listed Christa Shute as attending. Christa will not be in attendance and policies will not be taken up as they are not ready

7:03 pm Consent Agenda:

1. Approval of 12/16/2021 Governing Board Minutes
2. ED Updates

3. Recent purchases

Stephen Friedman Jeff Tilton moved to approve December 16, 2021, minutes, Jeff Tilton seconded. All voted in favor

7:05pm Consent Agenda – ED Updates: The VCBB emailed Jane and Val and said that all the other CUDs have staff. They also said that part of the AARPA requirement is that we have sufficient staff to handle our grant documentation, reports, financials etc. Val is looking further into it and will make a recommendation at the next EC meeting. Jeff Tilton moved to approve the consent agenda and ED updates. Paul Warden seconded. All voted in favor.

7:07 Recent Purchases: Three invoices are currently pending. The first is for rent of the DeMars property in Morrisville which acts as our office space, that is \$650. The second is the six-month subscription to Front Porch Forum and that is \$1,752. The Front Porch forum 6-month subscription starts on February 1st. The third invoice is to Telekom Insurance Group for \$3,116 and is due January 16th.

Carol Fano has been investigation or email and data storage program and how to better integrate it with the retention policy and plan we are putting together. The platform we chose was able to set up data archiving and retention. After further review we now understand it will require additional expertise that even Gov connection rep was a bit mystified. The funds that were earmarked for the email data system were part of the pre-construction grant. The initial budget was just for \$5300. Gov connection has sent over a proposal that we've included in obligated funds. This obligates the funds by the end of December. We've included the obligated funds and the total was approx. \$9000. The reason why the Gov connection was initially contacted is because they have initial experience working with us to trouble shoot issues and the short timeline we were working with.

Carol, Jane, Larry, and Val all have access to the G5 licenses. The CUD currently has 1 but need to add 3 additional licenses for a total of 4. Which allow them to create meeting links. The cost for the 4 licenses is \$1200 and will be part of the 2022 budget.

Stephen Friedman made the motion to approve all of the mentioned invoices. Jeff Tilton seconded. All voted in favor.

7:13 pm Charter update: Val has proposed additional language to be added at the the bottom of the Charter. The committee recommended certain edits to the draft that Val created. Val will make the requested changes and they will be presented at the next Governing Board meeting. The added language is:

“The executive committee is granted the authority to make critical decisions on behalf of the Governing Board where there is a present and demonstrable time constraint. This might include issues that require a decision before the next scheduled meeting of the Governing Body. If the body of the Executive Committee feels that the decision is too important for the

Executive Committee to make, they may decline to make a motion on the matter at hand and request that an “Emergency Special Governing Board meeting” be held. In the event that there is not sufficient time to warn an Emergency Governing Board meeting before the decision deadline, it is the responsibility and duty of the Executive Committee to take the matter into consideration and make a decision on the matter at hand and then report the decision and the rationale for the decision to the Governing Board.”

Stephen Friedman made the motion to approve the language. Jeff Tilton seconded. All voted in favor.

7:20 Hardwick Electric: Val informed the EC that he had a conversation with Krista Shute. When Wolcott first joined NEK broadband NEK BB has said Wolcott would probably be the last community to be served. Since that time, NEK has inherited the State’s fiber network. Wolcott may now be one of the next communities to connect to their fiber network. The infrastructure is already in place and logistically they are better suited to serve Wolcott. Rob fish is currently gathering address counts. Without that information, his intention is to split funding between NEK and LFCUD. Larry believes that there is value in having all Lamoille County Towns within the Lamoille district when it comes to broadband. He also states that it could improve the LFCUDs chances of success by adding more addresses. If the 50/50 split does occur, then about 10% of the addresses will fall in our area. Val does suggest that if the LFCUD only serves 10% then the CUD may reallocate the 40% to the NEK. Paul Warden made a motion for Val to continue his work with the Wolcott representative to determine which CUD Wolcott would like to be a part of. Also find out that if NEK is going to put fiber into Wolcott, what is the timeline for that and to request something in writing from NEK Broadband concerning their timeline for deploying in Wolcott. Jeff Tilton seconded. The motion passed unanimously.

7:43 PTF Update - Executive Session: Jeff Tilton made a motion to enter executive session after “making a specific finding that premature general public knowledge of matters under discussion would clearly place LFCUD, or a person involved at a substantial disadvantage regarding contracts” Stephen has seconded. All voted in favor.

8:05 Executive Session Ends.

8:06 Meeting adjourned: Paul Warden made a motion to adjourn. Motion was seconded by Stephen Friedman. All in favor. Motion unanimously passed.