



**LAMOILLE FIBERNET COMMUNICATIONS UNION DISTRICT  
EXECUTIVE AND FINANCE COMMITTEE MEETING  
February 17, 2022 at 7:00 p.m.  
Location: GMSS, 93 James St, Morrisville, VT  
APPROVED MINUTES**

**7:03 pm Call to Order:** Jane Campbell called the meeting to order.

**7:04 pm 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	V	Teelah Hall		
Eden	A	Liza Jones	A	Damien De Clerck		
Elmore	V	Brian Evans-Mongeon	A	Hans de Boer		
Hyde Park	P	Michael Rooney	V	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	V	Bruce Wheeler	A	Mike Davidson		

**Other Lamoille FiberNet attendees:** Val Davis, Larry Lackey

**Public/Guests:** Salvador Morales

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**7:05 pm Agenda changes & public comment:** Pull ED update out of consent agenda. Budget and Timeline of use of Funds is not ready to be presented.

**7:06 Approve 02/03/22 meeting minutes:** Minutes date should be 2/3/22 not 2/2/22, De Clerck is misspelled, Fred Wadlington needs to be removed entirely not just as an alternate, packet agenda differs from posted agenda: "Creating a Strategic Planning Task Force" was not in posted agenda and hiring of administrative assistant was pulled out of consent agenda. VCCB says the audit is not necessary until the CUD is operational. However, lawyers advise that the CUD does need an audit, and audit will be needed for obtaining financing. Also, VCUDA is sending out an RFP for auditors. The committee asked Val to check with Nicole about other compliance obligations. In the staffing discussion, the committee chose to go for a permanent position because more money would go to employee and the CUD would have better qualified candidates. The potential employee will not receive healthcare but will receive retirement.

Stephen Friedman motioned, Teelah Hall seconded. All in favor of approving minutes w/ edits.

**7:13 pm Consent Agenda:** Recent purchases made include office furniture for \$370.

Jeff Tilton motioned to approve consent agenda. Paul Warden seconded. All in favor.

**7:14 pm VCCB Grant Amendment:** Grant anticipation notes are intended to allow CUDs to obtain lines obtain lines of credit for purchases.

**7:21 pm Policies needed:** Val reached out to Primmer and was directed to reach out to Alexandria to help with policies that the CUD would use. The policies are IT Resource and Communications Assistance Policy and Telecommunications Agreement, Telecommunication/Remote Work policy. The Telecommunications agreement would be signed by supervisor and employee. Jane Campbell believes the policies can be left as is except for a few typo corrections and adding the suggestion to mention the public relations policy and other relevant policies.

Stephen Friedman motions to forward these policies to the Board with the correct edits made. Jeff Tilton seconded. All in favor.

**7:29 pm Strategic goals/timeline:** The strategic plan is due March 30<sup>th</sup>. Val will present Strategic Plan for 2022-2023 to the Executive Committee during the first meeting in March, aiming for Governing Board approval in March.

**7:32 pm Budget and timeline of use of funds and USDA deliverables:** Val will create a plan on how the USDA grant will be spent and what can be included in that grant. He is waiting on the VCBB. Jane Campbell asks to have the USDA grant spending be presented at the board meeting, as those grant regulations are already confirmed.

**7:35 pm PTF Update (Executive Session):** Stephen Friedman made a motion to move into 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.” He included all members of the Executive Committee, Val Davis and Salvador Morales. Paul Warden seconded. All in favor.

**8:32 exit executive session** no action taken as result of executive session.

**8:33 pm meeting adjourn:** Paul motioned; Jeff seconded. All in Favor