



Executive Finance Committee Meeting

October 16, 2024, at 7:00 pm

Location: Virtual Only

DRAFT MINUTES

7:04pm- Call to Order: Jeff Tilton called the meeting to order and took roll call.

Committee Members Attending

(V=Present and Voting, P=Present, A=Absent)

P/V	Committee Member
P/V	Jeff Tilton, Chair
A	Andrew Ross, Vice Chair
P/V	Jane Campbell
P/V	Stephen Friedman
P/V	Paul Warden
P/V	Michael Rooney
P	Colette Jurnak, Treasurer (ex officio)

Other Lamoille FiberNet attendees: None

Public/Guests: None

Agenda Changes: Jeff noted the agenda had a typo: approval of October 18th EFC minutes, when in fact the decision would be made on the September 18th, 2024 EFC minutes. Jeff added a topic: Discussion of the December 11th Governing Board meeting.

Public Comment: None

Chair's Update: Jeff referred the EFC to his emailed update and added the CCI has indicated the remaining 10 addresses on East Hill Rd in Eden should be "on" by the end of the week (the delay caused by a localized hardware issue).

Approval of Prior Minutes: Jane moved to approve the September 18th, 2024 minutes of the Executive and Finance Committee with a correction (removal of Mark's name). Paul seconded. Motion passed unanimously.

Financial Update and Preliminary Treasurer Report: Colette presented a draft Treasurer Report; Nicole has been unable to close September due to conflicting demands in her office (heavy tax return workload coupled with limited staff due to a death in a co-workers family). The grant report was not submitted due to Lisa's vacation (applied for an extension from VCBB). Colette reported that the audit is

proceeding well, she understands there are only a few open items and expects to have the draft 2023 financials next week. Jeff asked when we will need to invoice VCBB for more operating expenses, Colette was uncertain, Jeff mentioned a concern with turnaround time with VCBB, we shouldn't cut it too closely. Jane asked for clarification regarding the policy revisions for the audit, Colette will check with Nicole and report back.

Phase 1 Construction and P2 Design Update: See Chair update (email and above). Stephen mentioned concern that people do not understand that the magnitude of the effort (activating ~7500 addresses since July), peaking demand for services, multiple contractors (under road conduit team vs. Trenching team, etc.) is resulting in poor communication – Stephen said he has found explaining this “lowers the temperature” of the conversations.

Drop Task Force Discussion: Jeff outlined status; 113 responses, he has circulated draft responses but is concerned that progress has stalled – the survey has been open for 6 weeks and people have not heard from us. Need to create a distribution plan for the available funds, one that will be useful for future funds also. Jeff wants this in place by next week and will contact Sam to reactivate the task force. New money might be from new funds or unused construction dollars; we could propose to VCBB to convert funds to be useable for drop assistance. Stephen brought up the idea that there may be addresses in the “organic build” areas that have long drops also – addresses that are theoretically served but can't afford the drop/connection costs. Jane proposed that we communicate with survey respondents that they've done step 1 by getting on our list, step 2 is to contact CCI/Fidium and schedule an initial site visit so Fidium can make the definitive declaration re distance, drop type, etc. Stephen suggested there may need to be a select group of contractors who make these visits to make sure the assessment information is accurate and complete. Stephen will ask CCI in the weekly call tomorrow if this is possible (Jeff: expects we can get the list down to 30 – 50 addresses). Paul asked if anyone had heard of citizens having to pay DigSafe; one Johnson resident reported having to pay \$200 to have his power line located prior to trenching form conduit (he paid). Jeff said we should escalate (and add to “issue spreadsheet”); Paul to contact Scott Brooks.

Upcoming RFQ Issuances: Jeff outlined the Legal, Clerk/Grant Administrator, and Single Federal Audit RFPs. Jeff said it makes sense to ask Lisa for transition help (consulting) with Clerk/Grant Admin as we move to LCPC or other entity. Jane questioned the 2 vs. 5 years of experience and it was agreed 2 years required, 5 years preferred would be better. Jeff asked the group whether there were issues with doing the SFA RFP as a triumvirate – larger project should generate more interest, but complications, conflicts, etc.? Stephen asked whether it would be better for all 3 CUDs to have separate, independent audits by different firms prior to a merger. Colette asked her husband (an auditor) who opined that larger is better and three separate entities audited by the same firm should not be an issue. Paul said we would need one contract with three separate task orders, or separate contracts. It was discussed that the RFP could include all 3 CUDs and allow firms to bid on auditing on any or all. No votes were taken on the draft RFPs.

Sustainability/Transition Plan: See Chair update. Jeff said 2025 will be organizational, building towards sustainability and merger.

Communications Update: Jane reviewed the MCC meeting. September FPF posts covered ARPA drop dollars and the process of getting connected; first October post was concerning the 10/24 CCI/Fidium/LFCUD “event” and second will be regarding VOIP, old equipment (phones, Starlink, etc.). MCC also discussed the annual report to towns and the cover letter, which we are asking towns to include in their annual report for Town Meeting Day. Also, discussed the December Governing Board

meeting (12/11) will be in-person and will be followed by mini-celebratory gathering; the group is working on details and locations.

Annual Reporting to Towns: See Chair update and MCC update.

Other Business: None

8:30 Adjourn: Jeff decreed adjournment to unanimous agreement.

Respectfully submitted by Paul Warden.

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