



**Governing Board Meeting**

**July 16, 2025, at 7:00 pm**

**Location: Virtual via Teams and In-Person at LCPC Conference Room**

**52 Portland Street, Morrisville, VT**

## **MINUTES — Approved 8/20/2025**

[Recording 1](#)

[Recording 2](#)

**7:00 pm- Call to Order:** Andrew Ross called the meeting to order and took roll call.

**Committee Members Attending**

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

<b>Town</b>	<b>P/V</b>	<b>Representative</b>	<b>P/V</b>	<b>Alternate</b>
Belvidere	<b>V</b>	Carol Caldwell-Edmonds	<b>P</b>	Tyler Barber
Cambridge	<b>A</b>	Sam Lotto	<b>V</b>	Matthew McCabe
Eden	<b>A</b>	Carey Earle		
Elmore	<b>V</b>	Trevor Braun		
Hyde Park				
Johnson	<b>V</b>	Paul Warden	<b>A</b>	Mark Woodward
Morristown	<b>V</b>	Jane Campbell	<b>A</b>	John Meyer
Stowe	<b>V</b>	Stephen Friedman	<b>P</b>	John Woods
Waterville	<b>V</b>	Jeff Tilton	<b>P</b>	Scott Johnson
Wolcott	<b>V</b>	Andrew Ross		

**Other Lamoille FiberNet attendees:** Lisa Birmingham LFCUD Consultant and Colette Jurnak, Treasurer

**Public/Guests:** None

---

**7:05 pm- Agenda Changes:**

The chair noted that the reasons for Possible Executive Session for agenda item 7b cover contract negotiations and Exempt Public Records in the form of confidential proprietary information pertaining to a third-party partner, not attorney client information. The motion will be revised when we get to that item

**7:06 pm- Public Comment:**

Public Comment - None

### 7:06 pm- Chair's Update:

Andrew Ross:

- Updates
  - Phase 1 and Phase 2 build as originally designed/USP are complete
  - Single Federal Audit is (almost) complete
  - VCB 90-day extension for notifying them of returning funds
  - VCB authorized VCB staff to work with NEKCV and Lamoille to implement Wolcott solution as proposed by NEK's amendment application on Monday
- Today's Discussion
  - General approach to re-engaging with Otter Creek CUD and Southern Vermont CUD to discuss streamlining operations beyond the construction phases of the projects.
  - CCI expense projection discussion and impact on Wolcott approach, in Executive Session
- Looking Ahead
  - [Minutes and In-Person Greeter Organization List](#)

### 7:13 pm- Financial Update and Treasurer Report

Colette Jurnak:

- Monthly Financial Report - Budget has been adjusted. Now incurring and paying fees for LCPC management. Forecast for the remainder of the year has been updated. Colette will investigate the need for worker's comp or unemployment for Lisa's contract.
- Audit Update- Field work is generally complete. A rec letter will be issued to auditors once identified issues are addressed. Audit will be paused until remaining issues and documents are available and submitted.
- Budget Adjustment Recommendations – Budget is on track, contractor expense will be adjusted throughout the year, LCPC will be accounted through via "Contractors", long drop projects have been recognized.
- Audit – 2025 Audit was a single federal audit. There were no findings reported. This includes review of the books as well as all financial and organizational policies and procedures.

### 7:37 pm- Marketing and Communications Update

Jane Campbell and Carol Caldwell Edmonds:

-FPF in late June about construction completion.

-Plans for combination of CUDs

-No plans to renew FPF contract beyond July. MCC will also suspend monthly meetings.

For the latest MCC postings click here:

<https://lamoillefiber.net/news/>

### 7:39 pm- Construction and BEAD Update

### Phase 2 and LDP

CCI – Phase 2 construction is complete, includes addresses in the original USP (Universal Service Plan), and should be able to begin offering service to those addresses in late July. Towns may be able to start ordering hot spots. East Elmore is able to start pre-registering services.

BEAD- We will not be applying, as discussed.

LDP – Generally going well: 32 of 130 applications are not yet resolved. Lisa provided an explanation of issues, with some delays out of CCI's control. LCPC continues to chase down escalations and requests via the LDP. We continue to see sporadic issues with some installations, any issues should be reported to LCPC right away for escalation.

Wolcott Build-Out Options: Review of current status of funds and summary of issues.

The Chair requested the opportunity to discuss updated information as part of contract negotiations and confidential partner information impacting Wolcott Build-Out Options and requested the following motions to enter executive session.

**First Motion:** I move that the Governing Board find that our ongoing contract negotiations with third parties regarding constructing remaining Wolcott addresses contain sensitive, non-public information, and that the premature general public knowledge of that sensitive information would clearly place our CUD at a substantial disadvantage; and to discuss confidential information of a partner, and based on that finding, I further move that the Governing Board enter into Executive Session as authorized by 1 V.S.A. section 313(a)(1) (A) pertaining to contract negotiations and 313(a)(6) Exempt Public Records in the form of a partner's confidential proprietary information.

Andy R moved, Trevor B. seconded, passed unanimously.

**Second motion:** Pursuant to 1 V.S.A. section 313(b), I move that the members of the Governing Board and CUD officers present, and Lisa Birmingham, whose information and insight is necessary to the discussion, be included in such executive session: That would include myself, Andrew Ross, Carol Caldwell-Edmonds, Colette Jurnak, Jane Campbell, Jeff Tilton, John Woods, Lisa Birmingham, Matthew McCabe, Paul Warden, Scott Johnson, Stephen Friedman, Trevor Braun.

Andy R moved, Jane C. seconded, passed unanimously.

**Executive Session began at 7:50 pm**

**Begin Part 2 audio recording/transcript**

**9:05 pm Post Executive Session:** As a result of executive session, the following action was taken:

Due to new financial information, Andrew R. Moves to authorize Lisa, Andy and Jeff to determine and offer the amount of our construction funds, if any to NEK to accelerate the buildout of the remainder of Wolcott addresses while maintaining enough funds to adequately cover Lamoille FiberNet's anticipated expenses.

Trevor Seconds. Motion passed unanimously.

#### **9:06 pm - Q3/Q4 Organizational Deliverables and Deadlines**

-2026 budget needs to be completed for September. Audit is also due September 30th.

-Accounting conversation will be scheduled to discuss recent invoice issues and implications for audit.

#### **9:07 pm- Other Business**

- Marketing, Post-Construction Operations, Triumvirate Transition (working with two other CUDs who partner with CCI)

**Next meeting is Wednesday, 8/20/25 at 5pm – In-Person, location TBD**

#### **9:17 pm- Adjourn:**

Jane moved to adjourn, Carol seconded, no discussion. Passed unanimously.

Respectfully submitted by Trevor B. 7/16/25