



**Governing Board Meeting**  
**September 24, 2025, at 7:00 pm**  
**Location: Virtual via Teams and In-Person at LCPC Conference Room 52**  
**Portland Street, Morrisville, VT**

## DRAFT MINUTES

**7:04 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)

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

**Other Lamoille FiberNet attendees:** Colette Jurnak, Treasurer; Marc Mastrangelo, LCPC  
**Public/Guests:** None

---

**7:06 pm - Agenda Changes:** None

**7:07 pm - Public Comment:** None

**7:07 pm - Chair's Update:**

- Reference

□ [Minutes and In-Person Greeter Organization List](#)

- October has Matt McCabe taking minutes and Carey Earle being the inperson greeter (which can be at LCPC or in your town with enough advance notification for posting the agenda)

Andy congratulated Trevor on his interview about the Elmore Store.

### **7:09 pm - Treasurer Report and Audit Update**

- 2024 Single Federal Audit and 2024 Financial Audit were uploaded and submitted to Amplifund.
- Colette and Andy will send the audit and an executive summary to the towns now that the audit has been approved by the board.

**Motion:** Jane moved to accept the final, clean, Single Federal Audit as prepared by KBS, including the management letter from LFCUD. Jeff seconded. Motion passed unanimously.

- Colette presented the Treasurer's Monthly Financial Report.

### **7:26 pm - Construction and Long Drop Update**

#### **Phase 1 Final Invoice**

Andy reviewed the cover letter, "[LFCUD Cover Memo for FINAL Installment Phase 1 Invoice 2025.09.16](#)" for the invoice submission to the VCBB, including the reduction of \$320k from the originally submitted invoice from CCI, with whom we collaborated closely and who had performed additional due diligence.

#### **Escalations**

Marc M noted there have been few "drops" emails recently. He also asked board members to give him updates, when possible, on escalations for installations and long drops. Andy also reiterated that if Board members identify a Front Porch Forum post that we should explicitly track, they should forward the post to his emails at [mmastrangelo@lamoillefiber.net](mailto:mmastrangelo@lamoillefiber.net) and [marc@lcpv.org](mailto:marc@lcpv.org) as he will also be tracking these. Marc will send updated versions of the escalation spreadsheet as they are available.

### **7:48 pm - De-obligation and Wolcott Update**

Andy reviewed the draft de-obligation letter, "[DRAFT 2025.09.15 Intent to De-obligation BEADSUP-03](#)" to be sent to the VCBB on or before September 30. The letter was included in board materials. Andy will circle back to answer the question of which line item includes funds for outstanding drop charges.

### **7:55 pm - Operations & Governance Update**

Colette and Andy reviewed the draft 2026 budget, "[Budget Forecast and Proposed 2026 - WORKING COPY](#)." The smaller task force will soon begin discussions with SoVT CUD and Otter Creek CUD to look at the consolidation options (e.g., merger, interlocal agreements).

In discussing the budget, Andy circled back and answered the question of long drop funding available (\$150 for long drops reserve and \$58k for known long drops — primarily Rogers Rd.)

**8:15 Motion:** Jane moved to accept the draft 2026 budget. Jeff seconded. Motion passed unanimously.

Andy moved to accept the de-obligation amount and approach as presented. Stephen seconded. Discussion focused on ensuring we are reserving enough funds to cover projected future long drops. Motion passed unanimously.

## **8:24 pm - Other Business Board**

### *Minutes*

**Motion:** Jane moved to approve the August 20th Governing Board Meeting minutes. Trevor seconded. Motion carried unanimously.

### *Communications Update*

Jane and Carol noted that the MCC is working on an as needed basis and that the website FAQ has been updated.

### *Q4 meeting schedule and deadlines, town meeting and annual reports*

#### **2025 Deliverables without Deadlines**

- Finish sending letters to towns regarding refund (Eden and Wolcott)
- Execute Agreements with CCI and NEK
- Amend construction grant to reflect reduced (de-obligated) amount
- Amend Precon-06 grant to reflect proper end date (*in progress, verbal accept*) •  
Depending on public comment, we may be able to approve the budget at the November meeting and skip the full December board meeting and instead have an informal get-together on December 10<sup>th</sup> (instead of an October get-together).

| Date/Deadline | Item                                                     | Owner            | Status  |
|---------------|----------------------------------------------------------|------------------|---------|
| 9/24          | Approve 2026 Budget; set Q4 meeting schedule (see below) | GB               |         |
| 9/30          | Certify and file SFA with FAC and VCBB                   | Colette/<br>Lisa | Done    |
| 9/30          | Notice of De-obligation of CPF funds to VCBB             | Andy             | Drafted |
| 10/6          | US Treasury Davis Bacon - Amplifund                      | Lisa             |         |
| 10/15         | Qtrly VCBB Reports                                       | Lisa             |         |

|       |                                                                                                                                                                                                                               |           |  |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--|
| 10/21 | 2025 Annual Report to Towns with Town meeting day narrative. Statutory deadline see e.g., <u>LFCUD 2024 Annual Report to Towns 10.21.2024 FINAL.pptx</u> and <u>LFCUD Condensed Summary for Town Meeting. 10.21.2024.docx</u> | Lisa      |  |
| 10/22 | October GB Meeting                                                                                                                                                                                                            | Andy      |  |
| 10/22 | Warn Public Comment Hearing – 15 business days ahead in advance                                                                                                                                                               | Marc/Lisa |  |
| 11/12 | On or before 11/15 - Host public meeting - Statutory deadline                                                                                                                                                                 | Andy      |  |
| 12/10 | On or before 12/15 - Approve 2026 Budget; Statutory deadline                                                                                                                                                                  | Andy      |  |

#### *Next Meeting*

Next meeting is Wednesday, 10/22/25 at 7pm – hybrid, location TBD. Jane will call Green Mountain Support Services to see if any meeting space is available.

#### *Future Agenda Items*

Approval of bylaws/handbook

Lisa to communicate re requirements for meeting spaces (e.g., accessibility, electronics).

#### **8:41 pm - Adjourn**

Having exhausted the agenda, the meeting was adjourned.

Respectfully submitted by Jane 9/24/25