Agenda Review

- Additional items added to “Other Business”- appointment, RFP structure
- Procurement Policy is in review and can be postponed (vote on in July EC meeting)

New Business

5:00- Procurement Policy

- Nick gave thanks for the changes made.
- Mike: Was not updated with “budget” wording?
  - “Budget” referenced in previous meeting to the bylaw amendments.
- Kristen made some changes to the bylaws and policy to include “budgeted” spending.
  - Mike will take a look at the wording to review and comment as finance chair.
- Changes made to the policy give flexibility to the Executive Committee up to $250K
- Vote will be made at the July 2nd Executive Committee Meeting

5:10- Review and recommend Design and Engineering Plan

- Received an updated proposal to include Concord/Waterford. $390K was the total which was more than the expected budget. Going back to the original quote of $46K, covering the 15 miles that we originally put forth, does not include USDA RDBG areas (will receive an update in late July).
- Motion to approve recommending the original scope of work for the design engineering of the pilot project to the Governing Board. Motioned: Kristen, Seconded: William, Carried: (7-0)
- Morgan: Is that okay with NRTC?
  - Originally thought the updated pricing would be a nominal increase.
  - We do not think that they will be surprised.
  - Anything done needs to be taken into account the broader scope of the Phase 1 buildout, making sure that cabinets and standards align with future building.
- Nick: What was the surprise?
When looking at the cost, the quote is comparable to the design work, 15 miles vs. 125 miles.

All of the cost was per mile.

The cost is in pole surveys and field work, analysis of what is on the ground.

- Do as much engineering as the CUD needs to, not designing too much ahead of time.
- Evan will send out another reminder for the Governing Board for the Special Meeting to get 20 towns for quorum.

Other Business

- Appointment to Communications Committee
  - Accepting the resignation of Carrie Glessner from chair of the Communications Committee.
  - Appointing Caro Thompson as chair of the Communications Committee.

- RFP structure
  - Christine provided some criteria for the subcommittee on RFPs to work from.
  - Evan added an item for aligning with the mission.
  - The rest of the criteria looked good and the subcommittee will refine the rest of the process.
  - Partnership Committee- Subcommittee of 4, 1 Executive Committee member, 1 Tech Committee member, and 2 Governing Board members.
  - Partnership Committee will bring reviews to the Executive Committee.
  - Executive Committee will give the final recommendation to the Governing Board.
  - Jonathan volunteered to be on the Partnership Committee.
    - Evan will also ask Shawn Burroughs or Ray Lanier as a potential for the Tech Committee rep or a Governing Board rep.
  - Evan will send the email out to the Governing Board/ Tech Committee to look for volunteers for the Partnership Committee.

- Nick- Can we vote on Engineering for Phase 1 because of funding?
  - Going to be more than 250K, we will have to follow an RFP process.

Adjourn

Motion to adjourn. Motioned: William, Seconded: Kristen, Carried: (7-0).

Action Items

- Mike will take a look at the wording to review and comment
- Evan will send out another reminder for the Governing Board for the Special Meeting to get 20 towns for quorum.
- Evan will send the email out to the governing board/ tech committee to look for volunteers for the Partnership Committee.

Respectfully Submitted,
Jami Jones, NEK Broadband, Clerk