

## NEK Community Broadband

# Executive Committee Meeting Minutes

June 12, 2020

**Attendees: Evan Carlson, Kristen Fountain, Nicolas Anzalone, Noah Armstrong, Jonathan Baker, Bill Piper, Katherine Sims (3:48 p.m.), Mike Strait, Annie McLean**

Evan C. (Chair) called the meeting to order at 3:08.

## Agenda Review

Evan C. provided an overview of the meeting agenda. No changes were suggested.

## Administrative Update

- RFP is being reissued today by Dave S.
- Dave S. sent out bank account agreements to Evan C. and Annie M. for signatures.
- Lots of feedback received on the structure of Executive Committee meetings, specifically that these meetings should include formal votes on all recommendations presented to the Governing Board.
- Paul Fixx. (Hardwick - not present) suggested that the Executive Committee develop a consent agenda policy for the Governing Board to approve.
- The CUD needs to register a trade name online before July 1st. NEK Community Broadband is what is currently being used informally.
- Representatives from the towns of Belvidere and Eden, along with other folks from Lamoille County, were on the call for the Governing Board meeting and the Town of Derby has also expressed interest in joining the CUD.

## Meeting Roundup

Ed Vilandrie will draft a document proposing how GWI, Kingdom Fiber, and NEK Community Broadband might work together.

## Media Response

- 7 Days talked to Evan C. and Katherine S. today.
- Line extension inside CUD require a letter of support from the CUD within 30 days or we forgo our say in any request for funds. Think through and create a formal policy within a month.

## Recap Governing Board Meeting

The NEK Community Broadband mission and conceptual operating model were approved. Any committee (Executive, Finance, and Technology) recommendation to the Governing

Board should be made via formal vote. Discussion followed concerning exploring ways to actively engage board members during Governing Board meetings.

## RDOF Partnership & Operating Models

Call with Washington Electric Co-op (WEC) confirmed that they are planning to go to RDOF as a consortium with Vermont Electric Co-op (VEC) and National Rural Telecommunications Cooperative (NRTC)...call solidfiles that they aren't going to RDOF with VELCO, GMP, and Tilson. This creates a fractured situation as DUs have specific service territories in VT, which they are prohibited by law from providing service outside, e.g. WEC can't serve in GMP territory, and the CUDs cannot be in two different RDOF groups. The size and location of NEK Community Broadband make us unique as all of the southern CUDs are served by GMP. Discussion followed concerning what this situation might mean for the Vermont CUDs and whether the CUDs could serve as clearinghouses for IRUs if they don't go to RDOF. There was additional discussion about collusion and the inability to talk with new partners after the RDOF short form application has been made. Nick A. suggested that NEK Community Broadband make an inquiry to VELCO to try and get a better understanding of the DUs position on RDOF.

## Feasibility Study & Business Planning

The Executive Committee needs to flesh out partnership models for RDOF and think through additional vendors for the feasibility study. The Executive Committee should explore options for hiring a treasurer and clerk with the RBDG funds.

## Other Business

EDA funding opportunities were briefly discussed.

## Adjourn

The meeting adjourned at 4:27 p.m. Next meeting is June 19, 2020.

## Action Items

- Confirm use of NVDA as NEKCB CUD address - Evan C., Annie M.
- Add voting on recommendations as a regular item on the Executive Committee agendas - Evan C.
- Develop and register NEKCB CUD trade name - Noah A., Kristen F.
- Outreach to Essex County Sleetboards about CUD membership - Mike Strait
- Calculate district overlays and calculate the value of each individual block - Evan C. and Tracy McIntyre (NVDA)
- Draft statement of RDOF challenges - Evan C. (*early next week*)
- Formal policy on line extension funding via DPS - Executive Committee (*mid July/August*).
- Engagement strategies for board members for next Governing Board meeting - Katherine S.
- Develop job descriptions for CUD treasurer and clerk - Kristen F., Annie M.

*Respectfully submitted,*

*Annie McLean, NEK Community Broadband Clerk*