

NEK Community Broadband

Executive Committee Meeting Minutes

July 31, 2020

Attendees: Evan Carlson, Kristen Fountain, Nicolas Anzalone, Jonathan Baker, Bill Piper, Katherine Sims, Mike Strait, Annie McLean, Brian Webster

Evan C. (Chair) called the meeting to order at 3:09 p.m.

Agenda Review

Evan C. provided an overview of the meeting agenda.

Updates

- NEK Broadband received a \$10,000 check from the Vermont Community Foundation.
- The Department of Public Service (DPS) approved the \$30,000 award for CRF funds, which has a 90/10 match. The Vermont Community Foundation money or Northern Enterprise funds could be used for the match.
- Christine Hallquist may be hired on a temporary, two-month basis as the project manager for the CUD.

Meeting Round Up

- Evan C. had a conversation with Charter Communications about line extensions and setting up direct local contacts and ways to facilitate the CUD working on blocks of addresses.
- The Kick off call with Tilson was recorded for those who were unable to participate. EAll Executive Committee members received an invite to the recurring Tilson call at the end of the weekly Executive Committee meetings.
- VCUDA update from Kristen F. included issues with open meeting law and investigating reorganizing as a trade organization. Kristen was disappointed that IRU leasing was not discussed.

Line Extension Program

Johnathan B. provided a summary of the line extension program:

https://drive.google.com/file/d/1quf-t_NQ2NITTmrrYS-eyK9kIfbSB98S/view?usp=sharing.

Essentially, ISPs do not know about the program and the program process is convoluted for consumers. Nick A. asked if there might be an opportunity for us to help coordinate info for students without internet access and work with DPS. Can the CUD be a single point of

contact for ISPs? Can the Tech committee create a map for each town where the cable lines end?

Northern Enterprise Bylaws

Bill P. provided an update on the Northern Enterprise Bylaws noting that the simplest approach might be for the Executive Committee to act as the Northern Enterprise Board. He will work with Eli to clarify remaining legal questions and discuss the structure for employees and insurance policies between two organizations.

Brian Webster

Brian Webster gave an overview of his [qualifications](#) and suggested potential projects for CRF funds.

Regional Telecom Plan \$5,000 CRF funds to DPS for telecom plan. Does the EC want to advocate for this? Kristen and Evan will take to VCUDA.

Other Business

The Tech Committee has not been able to make quorum for scheduled meetings or establish a regular meeting schedule. **Motion to remove Mark Whitworth from the Tech Committee to bring the total number of committee members to five (5). (M: Evan C., S: Jonathan B.) Discussion – motion carried 7-0.** Katherine S. gave a brief update on the potential acquisition of Craftsbury's fiber. Discussion on the pros and cons of the CUD taking on this asset followed.

Adjourn

The meeting adjourned at 4:31 p.m. Next meeting is August 7, 2020.

Action items

- Thank you letter to Vermont Community Foundation – Executive Committee
- Review and discuss insurance policies for NEK Broadband and Northern Enterprises – Finance Committee
- Onboarding packet for new Towns – Mike S. and Annie M.
- Compile summaries of DPS programs into single doc. With specific action items for each community for next Governing Board Meeting – Executive Committee
- Contract for Brian Webster – Evan C.
- Follow up with Craftsbury re: fiber assets – Kristen F.

Respectfully submitted,

Annie McLean, NEK Community Broadband Clerk