

DRAFT MINUTES

NEWBURY TELECOMMUNICATIONS RURAL ECONOMIC DEVELOPMENT INFRASTRUCTURE DISTRICT

Tuesday, Oct 14, 2019 4:30 PM, Space on Main

Next REDInet Meeting: Monday, Oct 28, 2019, Space on Main, 4:30 pm

MINUTES

Attendees: Claude Phipps, Chair; Dan Burwinkel, Edward Childs, Chip Conquest, Bonnie Taylor, Liane Allen (via teleconference); Rick Hausman, Guest

Call to Order: Claude called the meeting to order at 4:35.

Minutes: Last meeting's minutes (Sept 30, 2019) were approved as written. Liane will send out corrected minutes from a previous meeting.

Treasurer's Report: Claude reported no transactions. Balance remained at \$11,681.76

Sub-Committee Reports:

Partnership with CCI:

- CCI future meeting: *Members are asked* to edit and add to a list entitled "Responsibility Points" using RACI software. Dan sent out an email (Sept 23) to all members with a link to the RACI list on Google Docs

-Engineering Study Contract: Study has begun. Jeff McIver inquired of Claude about three weeks ago to get background information about Newbury.

Chip moved and Liane seconded a motion that:

Claude Phipps, Board Chair, and Lenice Cicchini, Vice Chair, each have full decision making and signing authority concerning the Vermont Department of Public Service BIG 2019 grant. They have not participated, and will not participate, in any action contrary to the non-collusion requirements of this grant opportunity.

Unanimously approved.

Bonnie and Chip will read through the existing confidentiality agreement with CCI and recommend a way to get Monique, Jim, Rick, and future consultants included under the agreement even though they are not board members.

Technology:

- Claude is looking for a general way to describe wireless technology that will provisionally cover the last mile. The committee worked out wording that Claude will use. *We agreed* on 90% fiber and/or wireless to the residence (WTTR) as a three-year goal for REDInet.

Finance:

- VEDA Loans: We will wait to talk to VEDA at least until we get results of the engineering study that will give us harder numbers.

- Broadband Innovation Grants (BIG): In response to a series of questions raised by Claude in writing the Broadband Innovation Grant (BIG) application, we discussed the precise wording of particular sections in some detail.

Dan agreed to check with CCI about what service levels CCI provides in Newbury and the cost of each level.

Chip agreed to ask Alan Rutherford if he is a CPA. If he is, Chip will ask him if he will perform a review or audit for the financials. *Liane will ask* the name of the CPA is who prepares the IRS documents for Old Church Theater.

Claude's grant application includes elements of legal, engineering, feasibility plans, and business plans. We changed the total request of the BIG grant from \$29k to \$34k, and changed the total funding from \$74k to \$79k by adding \$5k to the feasibility study.

Claude send the Intent to Submit letter to the state by Oct 5; actual application is due October 25.

- Publicity: Claude has talked with John Munson regarding having his technology class at BMU design a logo for our organization.

Liane will make a report to the Newbury listserv to update the public.

Other Business:

-*Edward will send* the 2018 Telecommunications Draft Plan to members of the committee.

- Claude would like to include Jim on the Google group list.

- Chip's new email address is Conquestchip@gmail.com.

- Monique, via Edward, suggested we consider applying for Boston Federal Reserve's Working Communities funding in conjunction with Bradford and perhaps Corinth. The Letter of Intent for the Working Communities program is due Nov 1. Claude liked the idea but felt he, in particular, was saturated with existing tasks. *Ed volunteered to follow-up* with Monique and/or the Boston Fed.

The meeting was adjourned around 6:15.

Respectfully submitted,
Rick Hausman