

# NEWBURY TELECOMMUNICATIONS RURAL ECONOMIC DEVELOPMENT INFRASTRUCTURE DISTRICT.

Monday, November 25th, 2019      4:30 PM, Space on Main

Attendees: Claude Phipps, Lenice Cicchini, Brad Vietje, Chip Conquest, Liane Allen  
Guests: Rick Hausman

1. Updates to Agenda  
2. Future Guests: Luke Birch of Fulcrum Fiber, Private contractor who consults for groups installing fiber. Could be interested in being a board member; or might be potential contractor if our RFPs don't pan out. If the latter, would have to not be a board member.

3. Note Taker: Liane  
(Lenice 12/9, Ed 12/23, Rick 1/13/2020, Bonnie 12/27, Chip 2/10)

For Discussion: Would it make sense to hire a note taker?

4. Approval of Minutes:  
(October 28 & November 13, 2019)  
Approved – no changes or amendments

When no quorum, do the minutes count as minutes? Yes  
Are they unofficial? Probably "No," but will need confirmation.

Since they're being voted on in subsequent meeting, they are officially minutes of the prior meeting, but unapproved until the subsequent vote.

The board tallies decision-points that are discussed in non-quorum meetings and revisit them at next meeting, to for discussion and voting purposes.

What rises to the level of needing a vote?

Brad will call League of Cities and Town with 2 questions:  
- If we have notes from a non-quorum meeting, and approve them, is there anything different needed to make them official?

- Is there anything in Robert's Rules that would define what kinds of actions need a vote?

5. Treasurers Report: Balance \$11,681.76  
We've been awarded \$34,000 via BIG 2019: \$10,000 to support feasibility study, \$24k to support the business plan from the feasibility study.  
USDA wants to see the funds spent via the town account before cutting us the check. Amount due: \$10,200. \$5k for Consolidated contract, the rest for upcoming consultant. Alma will be calling Sue Polan – the town has the money.

6. Clerk's Report:  
Dates for next year: Jan 13, Jan 27 for annual meeting, Brad will email the rest for discussion next meeting.

## 7. Consultant:

Claude notified all three that they need to reduce scope to conform to the following:

"The Goal of our feasibility study is to prove that the Newbury Model with Consolidated Communications as our partner can be shown to be feasible. And to identify what modifications are available to improve the model's performance.

"Newbury REDInet is not researching other possible models to provide an internet network to the Town of Newbury."

a. Claude asked each to comment on our partnership with Consolidated and edit their work plan.

b. New due dates: resubmittal 2 December, Award 16 December

## 8. Sub-Committee Reports:

a. Partnership with Consolidated Communications:

i. List of shared duties, Google, RACI list

- Google list: Dan added all the members to it to it; wants to add calendar.

- RACI brainstorming session – Brad suggests a door hanger with info about the service, includes info re: meeting that will go into detail.

ii. Contract for Engineering Study

(contact Jeff McIver), Proposed schedule of work, Finished 11/26. Final presentation 12/9 at our regular meeting.

b. Technology:

c. Finance:

i. Broadband Innovation Grant:

RediNet received \$34k,

Central VT Fiber got \$60k, Windham Regional also received \$60k.

ii. USDA Grant:

Signing meeting 11/15 in St J. went well.

Reports are due quarterly (calendar year for the quarter). Alma must send letter to Sue Polan that Claude and Mary are authorized representatives for Alma. The town is able to bill for the expenses incurred, including legal work, from April 3 onward.

d. Publicity:

LOGO: Public report Newbury Digest

9. Consolidated Communications NDA:

Consolidated responded with "you all are restricted by NDA," but RediNet chair would like individual NDAs from each of us.

10. Other Business:

Note Taker Discussion:

We need a dedicate note taker. Other groups pay \$50/meeting to write, and send the minutes. Consensus: "If you're taking notes, you're not able to pay as much attention/participate as well, and you end up making worse notes."

Possible candidates: Peggy Hewes, Susan Underwood, Becka Mallary have been note takers in the past.

Step One: Find out if there's any interest among those three. "In the event we do decide to hire a note taker, would you be interested?" If all answers are no, then possibly post to ListServe. Chip moved, Brad seconded: Lenice will explore the possibility of hiring a note taker.

Vote: Passed unanimously

Adjourned 5:30 pm

11. Next REDI meeting

Monday December 9, 2019, Space on Main, 4:30 PM

Submitted: Liane Allen, Board Member, 11/25/2019