

# Addison County Communications Union District

## Executive Committee Meeting Minutes

November 19, 2020

4:00 p.m. – 5:30p.m.

VIA ZOOM

Steve Huffaker, the Chair of the Addison County Communications Union District (“ACCUD”), welcomed the representatives of the Executive Committee to the meeting, called the meeting to order at 4:04 p.m. and took the roll.

### 1. Welcome/Introductions/Roll Call

The following members of the Executive Committee were present:

Steve Huffaker, Chair, Ferrisburgh;  
Nancy Cornell, Vice Chair, Starksboro;  
Billy Sneed, at large representative from Ripton;  
Dan Sonneborn, at large representative from Bristol  
Magna Dodge, at large representative from Cornwall  
Arabella Holzapfel, Treasurer, ex-officio, Ferrisburgh  
Adam Lougee, Clerk, (“ACRPC”)

Guests:

Alex Kelley, RISI  
Fred Kenney, ACEDC

2. **Approval of the Agenda.** Nancy moved and Billy seconded the agenda, all members present consented to the agenda.
3. **Approval of the Minutes.** November 12, 2020. Nancy moved to approve the minutes. Magna seconded the motion, all approved.
4. **Feasibility study discussion.** Steve re-introduced Alex Kelley of Rural Innovation Strategies, Inc. one of the consultants ACRPC hired to undertake a feasibility study on ACCUD’s behalf. Alex proceeded to continue to answer questions that various members of ACCUD’s Board had posed regarding the draft Feasibility Study that Alex presented to the Full Board on November 2<sup>nd</sup>.

At the end of the discussion the board asked Alex to share information he had regarding public private partnerships for its education. They also asked that Alex make several small amendments to the Feasibility study to have it better reflect the alternatives the study laid out.

**Nancy Cornell moved to have Steve and Adam review the corrected final draft of the Feasibility Study to make sure it incorporates the discussion today and if so to approve it and submit it to the State. Magna seconded the motion, which all approved.**

5. **CARES grant amendment:** At our previous meeting Nancy Cornell moved that Adam apply for an amendment to ACCUD's CARES act grant in an amount up to an additional \$50,000 to pursue hotspots and the RISI tool and outreach budget, but also made the support of the RISI tool contingent upon RISI supplying the Committee with a more detailed understanding of how the tool will work and when payment will be due. Billy Sneed seconded the motion, which all approved. Alex provided further information about the tool the Executive Committee requested. Steve noted that the tool would require upkeep and requested a member of the Executive Committee commit to that work prior to taking on the tool. **Billy Sneed agreed he would be responsible for the maintenance of the tool.**

The Executive Committee also agreed that it would discuss a Certificate of Public Good with its attorney's for voice and becoming a member of VCUDA.

The meeting ended suddenly and unexpectedly at 5:30 when the Zoom call failed.

Respectfully Submitted, Adam Lougee, Clerk

DRAFT