

Fiber Broadband Completion Task Force - APPROVED MINUTES

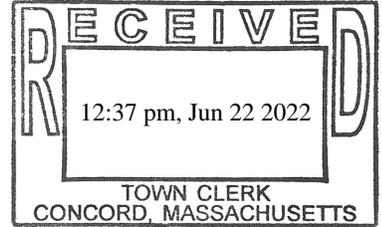
Meeting Date: June 1, 2022

Chair: Mark Howell

Call to order 6:42 PM
Zoom recording not avail. Could not start recording.

Concord Fiber Broadband Task Force
Held virtually via Zoom, beginning at 6:30 pm.

Videos can be found at Minuteman Media Network Youtube Channel:
All meetings: <https://www.youtube.com/c/MinutemanMediaNetwork>
This meeting: Not available



Scribe / Secretary: Scott Hopkinson

Roll call Attendance

Mark Howell	Present
Gordon Brockway	Present
David Hesel	Present
Scott Hopkinson	Present
Gail Hire	Present

Also attending.

No attending other than committee.

Review of minutes of May 26, 2022

Scott moved to accept
Gail seconded.

Gordon Brockway	Aye
David Hesel	Aye
Mark Howell	Aye
Scott Hopkinson	Aye
Gail Hire	Aye

Matt Johnson has agreed to put us on the Select Board agenda for a week from Monday.
June 13, 2022

Light Board, CMLP meeting next week. Mark would not be able to attend.
July 13, 2022 would be the next meeting.
Also June 8, 2022. Mark is not available.

Note: Gordon is no longer on the light board as of Monday.

Fiber Completion Committee ends on June 30, 2022.

Presentation and Transmittal Letter – review and agree.

Gordon wants to raise voice - we have done a great job of keeping of minutes but we have not done a good job of posting. Gordon – he is really concerned. Minutes since December have not been posted per Gordon.

Scott pointed out that Mark has been an excellent chair of the committee.
Mark described there are three remaining minutes to clean up.

Mark indicated the work of this task force will be completed and put into the record.

Next: review the presentation / power point for use in the Select Board / CMLP
Mark shared the power point for review and agreement by the committee.

Review of format of slide 2. –

Slide 4: key findings.
3 points.

Gail wanted to discuss the possibility of adding the ARPA funding

Mark reviewed Summary of Recommendations (page 5 and 6) - seven items.

Review 7 and 8 pages on summary of status and situation for Concord Broadband.

Discuss format of slide 9 (two maps)
Discuss MDU on Slide 10.
Review slide 11 on finance.
Slide 12 is the ARPA revenue lost analysis.
Slide 13/14 – recommendation of responsibility.
Taken directly form the report.
Summary of Recommended Actions – Page 15.

15-20 minutes to present to select board.

Scott asked what the total town budget was: answer: used to be about \$ 100 M w/schools. The length of time allotted to Fiber Completion presentation should at least be proportional to the size of Broadband's budget, relative to Town budget.

Completed first pass of presentation.

Agenda Next: Discuss Transmittal Letter

Mark presented on the screen.

Gordon objects to the letter, and feels that the letter is so conditional. Suggests focusing on the positives: We have new leadership and we are trying to recover.

David Hesel – talked about his impression of the letter and the “discovery” of the \$1.9M.

Can not comment on whether it is appropriate to write off the loan in ten vs. thirty years.

David is not sure it's our role to question the period of ten vs. thirty years, which is a Generally Accepted Accounting Principles issue.

Mark wrote email describing recommendation table and the executive summary, this is the direction we are going, to Kerry Lafleur and Jason Bulger and offered to review with them and answer any question. This would give them an opportunity to provide feedback and comments ahead of publication. Discussion on understanding if the broadband is profitable or not before we [recommend?] spending to expanding broadband.

Scott: question –we discussed earlier that we might recommend that this committee, or a similar one, continue to exist to maintain the focus on Broadband. Discussed no answer.

Gail: The Transmittal Letter should write out our position for universal access and describe the positive things that have occurred (incl. staffing, benefits of Fiber). Then in the near term and planning for the next steps the town should understand the financial status. There is no reason for the broadband not to continue.

Scott reiterated that the positives should include a change in capital expense accounting that recognizes a greater value for the Broadband assets, as the State of Washington has done.

Mark did indicate that he would like to put a more positive aspect of the broadband in the transmittal letter. The loan was an unexpected finding that Mark was not prepared for in this effort.

Mark indicated that delivering a report can only be a certain call to action.

Discussion of general financial situation and reporting. There was consensus that the financial statements of the Broadband operation should be accurate, going backward to the beginning of the enterprise and forward.

Note Jason Bulger now reports to Kerry Lafleur who is acting town manager. This organizational change will give Broadband greater autonomy than it previously had as a subsidiary to the Light Plant.

Group discussion on transmittal letter and the tone of the letter relating to finance load and the ability to grow the business.

Gail pointed out the time check.

Mark will re-write the letter with the tone selection.

Mark can take written input up to Friday.

Gail mentioned a blank space in an appendix. It was agreed to remove this incomplete sentence.

Scott moved to accept report as sent 6PM today as the final report.
Gordon second.

Gordon Brockway	Aye
David Hesel	Aye
Mark Howell	Aye
Scott Hopkinson	Aye
Gail Hire	Aye

Report was accepted.

Discussion on presentation power point and timing for updates.
The report and presentation are on the Google Drive.

Gail mentioned that the report is to go to the town manager.
Mark thought the cover letter would go to both.

Scott suggested and Mark agreed that Mary Hartman may be willing to help with the financial background.

Mark: there will be a need for another meeting after the Select Board presentation.

June 16 will be the next meeting for house cleaning (minutes etc.) for committee.
Debrief and schedule get together.

Motion to adjourn

Scott moved to adjourn
David seconded.

Gordon Brockway	Aye
David Hesel	Aye
Mark Howell	Aye
Scott Hopkinson	Aye
Gail Hire	Aye

Meeting closed at 8:21 PM