

Maple Broadband
Addison County Communications Union District

Meeting Minutes

June 10, 2025 5:00 p.m. – 6:30p.m.

VIA TEAMS and live at ACRPC

1. Call to Order:

Steve Huffaker, Chair of Maple Broadband, opened the meeting at 5:03 and welcomed the representatives of the member towns and members of the public to Maple Broadband's June meeting. The following people were present:

Paul Nikolich, Delegate Addison;
Mike Sheets, Delegate Bridport;
Ben Skolozdra, Delegate Bristol;
Cy Tall, Alternate Cornwall;
Justin Boyer, Delegate Cornwall;
Steve Huffaker, Delegate Ferrisburgh;
Statia Rankin, Delegate Leicester;
Ross Conrad, Delegate Middlebury;
Drew Darrow, Alternate Middlebury;
Ellie de Villiers, Delegate New Haven;
Zapata Courage, Delegate Ripton;
Nancy Cornell, Delegate Starksboro;
Rich Warren, Alternate Starksboro;
Shannon Haggett, Delegate Vergennes;
Chris Eberly, Delegate Weybridge

Adam Lougee, Clerk, non-member representing Addison County Regional Planning Commission

Lynn Dunton, Treasurer

Jose Aguayo, Guest, Vermont Community Broadband Board

2. Agenda Approval. Steve asked for additions or changes to the agenda. **Shannon Haggett moved to approve the agenda. Nancy Cornell seconded the motion, which passed unanimously by a voice vote/show of hands.**

3. Approve Meeting Minutes from May 13, 2025. **Mike Sheets moved to approve the minutes. Shannon Haggett seconded the motion, which passed by a voice vote/show of hands.** Justin Boyer abstained.

4. Public Comments: None.

5. Chair Report: Steve skipped his chair report and will speak to issues concerning him in the Executive Session to discuss confidential business strategies.
6. Delegate Participation Policy and Expectations:
7. Financial update: Lynn Dunton, the Treasurer, introduced herself and spoke.
 - a. Dashboard. Lynn presented the financial statement that had been distributed to the Board ahead of the meeting. She focused on the budget to actual figures and noted they were generally close. She also highlighted the grant funding remaining. It shows cash reserves of about \$2.7M available to Maple Broadband in grant funding.
 - b. Audit Update. Lynn presented the audit report. She noted that it is finally completed. As importantly, it is a clean audit and gives Maple Broadband a very solid foundation on which it can build its next audit. Steve Huffaker moved that the board accept the audit report. Ross Conrad seconded the motion, which passed unanimously by a voice vote/show of hands.
8. Marketing: Ellie presented LONDONMiddlebury's marketing plan. She started by showing Maple Broadband's performance metrics to which the marketing plan would be tied. New customer acquisition is the first performance goal, followed by digital engagement and community touchpoints. Ellie then presented the campaign overview. Lastly, she presented co-branding plans with WCVT.
9. Proposed Executive Session: **Steve Huffaker moved to find that premature public knowledge of Maple Broadband's business strategies would clearly place Maple Broadband at a substantial disadvantage in its business planning. Paul Nikolich seconded the motion, which passed unanimously by a voice vote/show of hands.**
Steve then moved that Maple Broadband enter into Executive Session for the purpose of discussing Maple Broadband's BEAD Application. Paul Nikolich seconded the motion, which passed unanimously by a voice vote/show of hands. The Board moved into executive session at 5:40.
The Board exited the Executive Session at 6:15. No action was taken in Executive Session.
10. Other updates/business: Steve noted that we would continue to stay on top of the changing federal funding landscape.
11. Delegate appointments reminder. Steve thanked the delegates that had been appointed for signing up. Steve reported the towns that had yet to make appointments included Whiting, and Panton.
12. Next Meeting: July 8, 2025 at 5:00 p.m.

13. Adjourn. **Zapata Courage** moved to adjourn, **Paul Nikolich** seconded the motion and **Steve Huffaker** adjourned the meeting with unanimous consent at 6:18 p.m.

Respectfully submitted,

Adam Lougee, Clerk