

BURLINGTON TELECOM ADVISORY BOARD (BTAB)

Burlington Telecom Conference Room

May 24, 2013

Minutes

BTAB Members:

Present: David Parker, Joan Shannon, Pat Robins, David Provost, Vince Brennan, Karen Paul

Absent: None

Also in Attendance:

Burlington Telecom: Amber Thibeault

Burlington Telecom: Stacey Trudo

Burlington Telecom: Nicholas Martin

Dorman & Fawcett: Stephen Barraclough

Gary Evans

1. **Convene** meeting of BTAB at 7:38 a.m.
2. **Discussion topics:**
 - a. *Robins*: Discussion regarding communication with the BTAB. Does not want to read about important information in the newspaper, example of Citibank negotiations.
 - b. *Shannon*: Cooperative group has formed a Board. Her sister is sitting on the board. Has checked with Eileen Blackwood and Shannon has a conflict of interest regarding offer to purchase/interested buyers, discussion of settlement, and discussions on Coop. Will need to resign from BTAB if continues to be a problem if discussions on this topic. Confidential discussions regarding these topics, she is not able to participate but can participate in public.
 - c. *Barraclough*: update on Coop. Raised in aggregate \$150,000 in pledges. A few thousand in actual cash. Meeting this week between the Mayor and Cooperative.

3. **Approve minutes** from last Burlington Telecom Advisory Board Meeting.

Provost: No approval today. We will approve at the next meeting. David will forward these to staff.

4. **Public Forum**

No public present for the public forum session.

5. **Operational Review/Budget Review**

- a. *Barraclough*: VTEL plans in the City of Burlington. Burlington Telecom researched this and VTEL has indicated that they are introducing 4G LTE statewide network. No fiber plans. No price points or suggested price points. Brief discussion regarding the recent newspaper articles on VTEL. *Parker*: no reason for people to not sign up for this unless they want cable television; disruptive to Burlington Telecom. Evans to research RUS for more information. *Parker*: live at the end of the year, applications for high bandwidth several years out, so no reason not to use this network. *Parker*: need strategy to deal with this. *Evans*: learn where the fiber is located and how they will be using this. *Barraclough*: we look at if this is happening in other states. *Provost*: other disruption is the sale of TelJet to Tech Valley. *Shannon*: discussion with Citibank, get more today, than tomorrow possibly due to competitors and options. *Barraclough*, not sure that he agrees with this assumption. *Paul*: how much would it cost to have a similar wireless offering?
- b. US Ignite: *Shannon*: does Gary want to make presentation to City Council about US Igniter? *Evans*: We need to talk about this and when the best time for this meeting is. *Provost*: have not put an elevator pitch about why US Ignite. *Barraclough*: Mayor

provided support and offered his assistance. *Paul*: Summit in June, should BT attend? *Barracough*: no budget this year but next year we have budgeted \$20,000. Barracough and Evans will already be in attendance. *Evans*: need a community champion. Provost stated that Champlain College will send 2 staff members, maybe Peter Owens and business leader.

- c. Budget Discussion: reduced goals due to Citibank. *Paul*, anyone from press at budget presentation, no press except Channel 17 according to Shannon. *Robins*: level of confidence? *Barracough*: Revenue is concern. \$161,000 in new revenue for business sales. *Parker*: run rate, up to \$2000 a month in new business revenue currently. *Barracough*: we are currently at 20% EBITDA, will not get higher than this. But these are figures on a piece of paper. *Paul*: capital expenditures need to be significant improvements, are these numbers included? *Barracough*: GPON equipment needs to be updated and it is built into the budget. *Barracough*: supervisor in NOC resigned, looking for replacement, only have 2 technicians.
- d. Controller position: *Paul*: have you received any applicants for this position? *Barracough*: yes.

6. Executive Session

MOTION to adjourn meeting to go into executive session to discuss legal proceedings at 8:50 a.m. made by *Robins*, seconded by *Paul*.