

**CABLE ADVISORY COUNCIL (CAC)**  
**SPECIAL MEETING**  
Burlington Telecom Conference Room  
October 21, 2009

***Minutes***

CAC Members:

Present: Greg Epler-Wood, Jan Schultz, Jeff Kaufman, David Cain

Absent: Linda Deliduka

Also in Attendance:

Burlington Telecom: Amber Thibeault

Burlington Telecom: Chris Burns

Burlington Telecom: Mike Flora

Burlington Telecom: Lisa Geisweit

1. Convene meeting of CAC at 4:04 p.m.
2. Approval of Today's Agenda
  - a. Epler Wood: follow agenda through the General Manager's report with an update from the hot seat. Skip the channel 17 coverage and AJE experience and discuss the current situation with BT.
  - b. Kaufman: recognize the public issue related to condition 60 and add this item to the agenda.
  - c. **MOTION** by Kaufman to approve the Agenda as amended, seconded by Schultz to amend agenda to include 7(a) discussion on condition 60, which makes member roundtable item number 7(b) and table 6(c) and 6(d). *Unanimous.*
3. Public Forum  
NONE
4. Approval of Minutes from September 22, 2009 meeting
  - a. Kaufman: Public forum 3(a) no e-mail attached or presented to the body at the meeting. Strike wording see attached e-mail.
  - b. Kaufman: Section 7(d): public's right to petition amended to change the quote closure on "Public's Right to Petition" after the word petition, and add the word "that" in front of the Advisory Committees.
  - c. **MOTION** to approve the minutes from September 22, 2009 as amended by Schultz, seconded by Epler-Wood. *Unanimous.* Cain abstained.
5. BT General Manager's Report
  - a. Introductions of Lisa Geisweit, new customer service and marketing manager.
  - b. Presentation from City Council meeting on October 20, 2009. **See attached bullet points.**
    - i. Assessment in 2007 when Tim Nulty resigned. Since December 2007, almost on target for benchmarks set.
    - ii. Limited capital expenditures to revenue generating build.
      - a. Cable franchise fee to the City of Burlington.
    - iii. \$600,000, conservative estimate for savings, but could be up to 800,000 – 1.2 million for the City of Burlington for data and internet services.
    - iv. Meet or exceed goals set by the DPS.
      - a. Epler-Wood: Comcast vs. BT, hardly any complaints for BT.
    - v. Track disconnects. Churn due to competition is very small. Mostly all of the disconnect activity are moves and do not pays.
    - vi. FTTH overbuilder, high debt business. RUS standards 5-7 year profitable.

c. Questions from CAC members:

1. Cain: high debt business. Jonathan has said BT is worth more than the debt service. Is this true?
  - a. Burns: Not the appropriate person to answer the question. Referenced Councilor Kehoe's statements at City Council meeting, numbers reflect telephone company, not FTTH company. This is not a telephone company. There are a lot of factors that affect the value of a network, including what we have built and what we can build in the future. Management staff at Burlington Telecom retains a lot of the skill sets in house.
2. Schultz: statement about consolidated take rate. What percentage of areas have been around for two years?
  - a. Burns: roughly half of the areas.
3. Epler-Wood: projects that BT is working on?
  - a. Burns: Working on an e-school classroom with Global Classrooms.
  - b. Thibeault: Fuel migration from standard plus to standard package on November 1, 2009.
  - c. Kaufman: Burns statement contradicts what was said regarding cash flow positive.
    1. Burns stated that his references were from November 1, 2007 forward. John Briggs in the 2008 article was referencing what was said in 2006 or 2007 by the prior General Manager.

7. Old Business:

a. CAC By-Laws and Members' Terms

1. Epler-Wood: 2<sup>nd</sup> reading of the by-laws. Revisions from June 23<sup>rd</sup>. No additional comments from Schultz or Cain either.
2. Kaufman: preamble. **MOTION** by Cain, seconded by Kaufman to amend in the first preamble the word "its" to be replaced with Burlington Telecom, to make it clear this is Burlington Telecom's CPG. *Unanimous*. After Burlington Telecom place ("BT") in parenthetical's because Burlington Telecom is referenced as BT throughout the document after.
3. Kaufman: discussion regarding initiate and maintain contact. No changes.
4. Kaufman: media member language. Article III, Section 3, replace language in the by-laws with language from the CPG to state: Media members shall bring their community knowledge and professional perspectives to CAC deliberations, it being understood that their role on CAC is not that of working media, reporting, or commenting regularly in their publications about the CAC's work. **MOTION** by Kaufman to amend this section, seconded by Cain. *Unanimous*.
5. Kaufman: discussion regarding Article III, Section 5 term limits. Consider effect on current members. Schultz does not feel as though this is a problem. Applies to all members current and future. **MOTION** to approve the terms as outlined by the by-laws made by Schultz, seconded by Cain. Kaufman abstained. **MOTION** by Cain, seconded by Epler-Wood to change term endings from 10, 11 and 12. Kaufman abstained. Kaufman work on language for next meeting. **See attached term limits.**

b. CAC's 2009-2010 Regular Meeting Schedule

- a. Cain: meeting in one month to complete by laws.
- b. Quarterly regular meetings. Kaufman feels meetings should be monthly.
- c. Epler-Wood: increasing membership on the CAC. Synchronize with the TAC? Quarterly meetings.

Kaufman: point of information, there are more modifications to be made on the bylaws.

  - a. Cain: spread out the meeting schedules.
  - b. Schultz: meetings should be quarterly.
  - c. Burns: discussion regarding the combination of the two committees, resolution presented to BOF a year ago.

**MOTION** by Kaufman to have a regular monthly meeting schedule. No second.

**MOTION** by Schultz to have quarterly regular meetings, if special meetings needed then these will be warned, seconded by Cain. Kaufman voted against the motion.

Special meeting on November 18<sup>th</sup> at 4:30 p.m.

c. Ch17 coverage of the CAC meetings: Tabled per amended agenda

d. AJE: The Burlington Telecom Experience: Tabled per amended agenda

Epler-Wood: My Turn submitted to the Free Press. **Please see attached document.**

Kaufman: asked that the discussion regarding condition 60 be tabled and added to the next meeting's agenda.

8. New Business: Member's Roundtable  
Not discussed

9. Adjournment

a. **MOTION** to adjourn by Schultz, seconded by Cain at 5:35 p.m.