

# DRAFT

September 14, 2016

**Members:** Clem Nilan, David Provost, Theresa Alberghini DiPalma, Tim Halvorson, Terry Dorman (by phone), Joan Shannon, Dave Hartnett, Karen Paul

**Member's Absent:** Jane Knodell

**Others Present:** Stephen Barraclough, Abbie Tykocki, Dawn Monahan, Jeremy Patrie, Nicholas Martin and Stacey Trudo

**Public Members:**

Meeting commenced at 5:34 p.m.

1. Agenda

*Provost:* The agenda is set to begin with an Executive Session to have Terry Dorman update the BTAB on the sale of Burlington Telecom.

**MOTION** to find that the proprietary nature of the information to be discussed in this update would be detrimental to the City to be publicly disclosed, made by *Shannon*, seconded by *Hartnett*. *Unanimous*.

**MOTION** to move meeting into Executive Session made by *Shannon*, seconded by *Alberghini DiPalma*. *Unanimous*.

2. Executive Session -entered at 5:36pm, ended 6:32pm
3. Approval of minutes from last BTAB Meeting

**MOTION** to approve the minutes from the July 13, 2016 Burlington Telecom Advisory Board ("BTAB") meeting, made by *Shannon*, seconded by *Hartnett*. *Unanimous*.

4. Public Forum

Provost opens Public Forum.

Provost closes Public Forum.

5. BT Management Update – to include:
  - a. October BTAB meeting – reschedule to October 19 or cancel
  - b. Discussion/Approval of AMO Contracts

*Barraclough:* Downtown build out continues at pace, ahead of the budget, on Bank St at the moment, no issues encountered so far and an exciting opportunity for BT.

Installs have been slower this year than last year. Same number as gross installs in the first two months, that we did in the same two months last year, but this year saw a meaningfully higher number of disconnects. We're behind last year on net subscriber additions, but not concerned at this point in time. Too early to tell if July was an anomaly. Impressive amount of opportunity and new apartment builds coming online over the coming months and year. Otherwise, costs and everything else are in order and good.

CPG Renewal Process Update: Through everything with the exception of technical hearing scheduled for 9/26/16 in Montpelier. Spent many hours with AMOs over the past months and it was a good process. Both parties have ended in a good place and BT listened closely to what they wanted to achieve. Wherever we could deploy assets to be helpful, we did so. For example, access to High Definition channels. Our competitors have a limited access to HD channels because of the technology they use, we have an almost infinite number of HD channels. We're also working with them to connect their offices together in a way they haven't been able to do before, enabling them to run more cost effectively.

*Nilsen:* Laura Glenn-Davitian from Channel 17 reports that she is absolutely thrilled with the outcome and gave accolades for the job done by BT in negotiations.

*Barracough:* Whatever we were able to provide has little or no additional cost to BT. The focus has been on leveraging the existing infrastructure of BT. The agreement has been reached with all three AMO heads attending discussions. Indication is that all three (RETN, Channel 17 and VCAM) AMO Boards will approve this month. The agreement also works well in regards to a potential buyer because the AMOs have agreed to 11-year agreements.

*Provost:* When will the CPG formerly be approved?

*Barracough:* We expect soon after the technical hearing which is scheduled for 26 September but we don't know. We won't appear before the full Public Service Board; we've been assigned a Hearing Officer. We believe that the Department of Public Service has communicated to the Hearing Officer that they don't believe a technical hearing will be necessary for BT. The City attorney has asked that the BTAB formerly approve the contract with the AMOs, which has been sent out to the group on 9/12/16.

**MOTION** to approve the AMO contracts as were sent to the BTAB on 9/12 made by *Shannon*, seconded by *Alberghini DiPalma*. *Unanimous*.

*Provost:* Recommendation has been made to change October BTAB meeting to October 19 because Stephen Barracough will be out of the country. If there are any developments in advance of Terry Dorman's update to the city council on the 17<sup>th</sup>, we'd like to bring those to the BTAB on the 12<sup>th</sup>, but Barracough will dial-in my phone.

BTAB agrees to move October meeting to the 19<sup>th</sup>.

*Paul:* Before adjourning, may I request current subscriber numbers?

*Barraclough:* Subscriber count is 786 higher than this time last year and we are well above 6,000 subscribers.

**MOTION** to adjourn made by *Paul*, seconded by *Alberghini DiPalma* at 6:46 p.m. *Unanimous.*

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