

DRAFT

May 23, 2018

Members Present: David Provost, Clem Nilan, Dave Hartnett, Tim Halvorson, Joan Shannon

Member's Absent: Karen Paul, Jane Knodell, Theresa DiPalma Alberghini

Others Present: Stephen Barraclough, Stacey Trudo, Dawn Monahan, Nicholas Martin, Eileen Blackwood

Public Members: None

Meeting commenced at 5:32 p.m.

1. Agenda

MOTION to approve the agenda made by *Hartnett*, seconded by *Nilan*. *Unanimous*.

2. Approval of minutes from April 11, 2018 BTAB meeting

MOTION to approve minutes from the April 11, 2018 Burlington Telecom Advisory Board ("BTAB"), made by *Hartnett*, seconded by *Shannon*. *Unanimous*.

3. Public Session - None

4. Management Update

Barraclough: FY19 Budget has been modified and distributed via e-mail to the BTAB members; BOF to review it Thursday evening. Revenues were adjusted to reflect the underlying run rate from June. Jeremy Patrie left BT in March to pursue another opportunity. Not planning to replace that position until the change of control in ownership. With a new General Manager, it is important that they choose their own team. From a day-to-day operation standpoint, believes BT will be just fine.

Provost: Has Schurz shared their intent of finding a replacement General Manager, in terms of hiring local?

Barraclough: It is their intent to find someone local, yes.

Hartnett: Is early 2019 the expected closing date of the sale?

Barraclough: December 31, 2018 still remains the target close. The intervention, discovery questions, and the outcome of that intervention could be a determining factor in the closing date. Had been advised that the City Attorney will be holding an executive session with the BTAB tonight.

Barraclough: Schurz HR team is at BT for two days to answer individual employee questions around the benefit package they offer.

Hartnett: A follow-up to the Mayor, through David Provost, would be helpful.

Barracough: Has requested Schurz HR team to provide a summary document of key take aways to be able to share with the management team.

Shannon: Requests a side by side analysis of Schurz & City Benefits. Barracough will follow-up with Schurz.

Trudo: Feedback regarding the NNE Storefront has been incredible; from ease of access, having a presence in the NNE, parking availability, to the feel of an internet café. Continue to educate the public on cord-cutting options and how they can save money and also providing a home visit to help them get set-up.

Hartnett: Recommends BT attend the NPA meeting in the NNE in June. Will put BT in contact with the steering committee.

Barracough: Northgate discussion is back on the table to provide service. Due to delays in early discussions, have been pushed to the 2019 buildout schedule. Four associations still remain unbuilt as they have declined or not responded to our request.

Shannon: Are NPA's are a good way to generate more business? If so, just let us know and we can make the connection for you.

Trudo: Definetly doesn't hurt to attend NPA's, especially if they are interested in learning more about BT services.

Shannon: How are things going with the departure with Jeremy Patrie?

Barracough: I believe it will be difficult to find someone to replace Jeremy at this time in the sale process, and that its important for the new GM to hire someone with a background that compliments their own experience and skill sets.be able . Will be fine in the months ahead. If necessary, we have a resource at HBC, Dan Pacareno.

Shannon: Is the mall redevelopment going as expected at this stage?

Barracough: Don Sinex had been in communication this past fall and wanted a service and pricing commitment for ten years. It was brought back to Schurz and Ting to review and both were comfortable with that. But communication has since dropped off. BT went above and beyond for Devonwood when their remaining tenants needed service in a pinch and all other providers had pulled out.

Shannon: It is the Council's expectation that BT will be servicing the new BTC and if you have any issues to let them know.

Barracough: The team overseeing the redevelopment of Burlington College site have become advocates of BT.

MOTION to find that the premature disclosure of the legal advice requested would place the City of Burlington at a disadvantage made by *Shannon*, seconded by *Hartnett*. *Unanimous*.

MOTION to enter Executive Session based upon these findings made by *Shannon*, seconded by *Hartnett*. Unanimous. Executive Session entered at 6:00 p.m.

MOTION to leave Executive Session made by *Hartnett*, seconded by *Shannon*. *Unanimous*.

MOTION to adjourn made by *Hartnett*, seconded by *Shannon* at 6:47 p.m. *Unanimous*.

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