

# CONNECTME



State of Maine  
**ConnectME Authority**  
59 State House Station, Augusta, Maine 04333-0059  
[Connect.ME@maine.gov](mailto:Connect.ME@maine.gov)  
[www.Maine.gov/connectme/](http://www.Maine.gov/connectme/)

Dick Thompson  
**Chair**

**Authority Members** - Denise Garland - Susan Woods - Bruce Williamson - Sandy Saunders - Ralph Johnson

## **BOARD MEETING**

Friday June 22, 2018 @ 2:00 p.m.

### **Maine Public Utilities Commission**

101 Second Street  
Hallowell, ME 04347

Telebridge # 877-455-0244  
Pin 2072873831

## **AGENDA**

1. Introduction to ConnectME Authority Board Members & Staff
2. NTIA: Overview of a Few Community Projects
3. Planning Grant Discussion/Approval
4. Broadband Community Meetings
5. Approval of May 25, 2018 Minutes and Financial Report
6. Director Report
7. Other Business
8. Public Comments

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May 25, 2018

## ConnectME Authority – Meeting Notes

1. Introductions: Authority Board Members: Ralph Johnson, Susan Woods, Sandy Saunders, Bruce Williamson and Denise Garland.

Authority Staff: Heather Johnson and Brooke Johnson.

Members of the Public were asked to introduce themselves.

2. Approval of Planning Grants- Heather Johnson explained that we received 5 Planning grant applications and that ConnectMe is working on centralized mapping. 44% of the Planning grant application funding request was for mapping and asset identification. Heather Johnson recommended putting Planning grants on hold in parallel as we work on this centralized mapping and re-write how we would like the Planning grants. Ralph Johnson asked for clarification that basically we would be spending the money twice and Heather Johnson agreed. Bruce Williamson makes a motion to hold Planning grants and Denise Garland seconds the motion. All Board members were in favor. Heather Johnson described the next steps for her and Brooke Johnson to create a proposal of what we would like in a Planning grant and we will work with these communities. Heather Johnson will come back to the Board with timing and recommendations.
3. Approval of Infrastructure Grants- Heather Johnson described the excel document with all Infrastructure applicants and their ranking. The selection committee recommended we award the top 2 applicants for now which is a total of \$255,650 out of the \$475,000 approved for both Infrastructure and Planning grants. Sandy Saunders makes a motion to approve and Bruce Williamson seconds the motion. All Board members were in favor.
4. Establish Unserved Definition- Heather Johnson described the background process to establishing the unserved definition. ConnectME held a public meeting on April 9<sup>th</sup> to discuss defining unserved and had a 30-day comment period that has now ended. ConnectME has gathered all comments from the public meeting and submitted comments during the 30-day comment period and created a document to show each company or individuals recommendation. Ralph Johnson recommended 25/3 Mbps for the unserved definition as long as we don't change the 10up for the ConnectME build to definition. Bruce Williamson makes a motion for 25/3 Mbps as the unserved definition and Denise Garland seconds the motion. All Board members were in favor.
5. Approval of Broadband Sustainability Funds- Brooke Johnson described the hand-out that showed the Company who applied for the Broadband Sustainability Funds along with the project area and the dollar amount that needs to be approved for release. Brooke Johnson also explained that not all

applications were received so that money will remain in the ConnectME Authority fund. Sandy Saunders makes a motion to release the Broadband Sustainability Funds and Bruce Williamson seconds the motion. All Board members were in favor.

6. Approval of March 23, 2018 Minutes and Financial Report- Bruce Williamson makes a motion to approve the March 23, 2018 minutes and all Board members were in favor. Brooke Johnson described the April financial report. ConnectME received \$143,749.30 in assessment money and the only money paid out was to Solix for their services. Brooke Johnson will review Solix contract to make sure we are not paying too much for services. Sandy Saunders makes a motion to approve the financials and Denise Garland seconds the motion. All Board members were in favor.
7. Director report- Heather Johnson briefly described her Director Report topics. Heather Johnson discussed how ConnectME just submitted a grant application with the Northern Border Regional Commission with an application that focused on a program supporting low income households with high school aged students and small businesses. Heather Johnson talked about a new funding opportunity that might have some money available for broadband with the US Department of Transportation called the BUILD grant. Heather Johnson updated everyone on the new website and that Brooke Johnson can make changes in real time and that the feedback we have been receiving on the new site has been very good so far but we will continue to focus on expanding resources.
8. Other business- Heather Johnson explained the extension request sent to ConnectME Authority from the City of Belfast. Heather Johnson recommended we approve the request. Bruce motions to support the City of Belfast grant extension request and all Board members were in favor.
9. Public comments- Nick Battista from the Island Institute reminded everyone of their upcoming Maine Broadband Coalition Conference on May 31, 2018. Don Flewelling said thank you to ConnectME for being one of the Infrastructure grant awardees in this round. George Joseph from Fayette explained his broadband issues in his town and was looking for advice and help. Sarah Davis from Consolidated and Brooke Johnson from ConnectME provided George with their contact information to try and get this issue resolved.
10. Board Meeting adjourned at 2:55 p.m.

**MAINE CONNECTME FUND CASH FLOWS ANALYSIS  
FOR THE FISCAL YEAR END JUNE 30, 2018  
PREPARED FOR CONNECTME AUTHORITY BY SOLIX, INC.**

CONNECTME FUND BALANCE @ 6/30/17\* **1,102,982.00**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL 18 ACTIVITY
Cash Receipts:													
Assessments	48,713.96	193,458.11		267,394.46	42,595.37	239.31	283,474.36	12,141.47	28.97	143,749.30	440.39		992,235.70
Broadband Sustainability Fund Settlement - GWI				448,064.00									448,064.00
Interest Income	109.97	763.43	433.80	241.35	431.35	369.47	267.32	463.04	414.84	327.78	367.75		4,190.10
FirstNet		21,006.55		14,531.55	16,966.93		15,435.00		7,843.75				75,783.78
Miscellaneous Income													-
Total Receipts	48,823.93	215,228.09	433.80	730,231.36	59,993.65	608.78	299,176.68	12,604.51	8,287.56	144,077.08	808.14	-	1,520,273.58
A/R Refunds													-
Expenses:													
Data Collection, Analysis, and Mapping		(10,000.00)			(11,850.00)								(21,850.00)
OIT Personal Services	(72,883.54)				(46,708.70)		(14,131.15)	(32,723.57)	(26,548.03)		(21,937.60)		(214,932.59)
Planning Grants	(27,150.00)	(10,750.00)		(19,471.75)	(35,250.00)			(43,050.00)	(19,750.00)		(3,750.00)		(159,171.75)
Infrastructure Grants		(140,402.50)		(142,404.00)	(87,000.00)		(148,653.75)	(174,009.00)			(14,956.00)		(707,425.25)
FirstNet		(21,006.55)		(14,531.55)	(16,807.50)	(159.43)		(15,435.00)	(4,742.81)				(72,682.84)
Software Search Tool Purchase													-
Operational Services								(7,988.06)			(763.22)		(8,751.28)
Total Support	(100,033.54)	(182,159.05)	-	(176,407.30)	(197,616.20)	(159.43)	(162,784.90)	(273,205.63)	(51,040.84)	-	(41,406.82)	-	(1,184,813.71)
Administrative Expense		(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)	(2,125.00)		(21,250.00)
Audit Expense					(29,440.00)								(29,440.00)
Bank Charges		(886.66)						(750.00)					(1,636.66)
Miscellaneous Expense					(100.00)		(1,783.24)	(494.00)	(500.00)		(1,000.00)		(3,877.24)
Total Expenses	(100,033.54)	(185,170.71)	(2,125.00)	(178,532.30)	(229,281.20)	(2,284.43)	(166,693.14)	(276,574.63)	(53,665.84)	(2,125.00)	(44,531.82)	-	(1,241,017.61)
<b>OPERATING SURPLUS/(DEFICIT)</b>	(51,209.61)	30,057.38	(1,691.20)	551,699.06	(169,287.55)	(1,675.65)	132,483.54	(263,970.12)	(45,378.28)	141,952.08	(43,723.68)		279,255.97
<b>ENDING CONNECTME FUND BALANCE</b>	<b>1,051,772.39</b>	<b>1,081,829.77</b>	<b>1,080,138.57</b>	<b>1,631,837.63</b>	<b>1,462,550.08</b>	<b>1,460,874.43</b>	<b>1,593,357.97</b>	<b>1,329,387.85</b>	<b>1,284,009.57</b>	<b>1,425,961.65</b>	<b>1,382,237.97</b>		<b>1,382,237.97</b>