

CONNECTMAINE

Authority Members: Douglas Birgfeld - Susan Corbett - Liz Wyman
Fred Brittain - Nick Battista - Jeffrey Letourneau

February 28, 2019

ConnectME Authority – Meeting Notes

1. Introductions: Authority Board Members: Douglas Birgfeld, Susan Corbett, Liz Wyman, Nick Battista and Jeff Letourneau

Authority Staff: Brooke Johnson and Peggy Schaffer.

Members of the public were asked to introduce themselves.

2. Unserved/Underserved Discussion Approval: Peggy Schaffer discussed the comments we received during the 30-day comment period. The Board agreed to keep the current definitions for unserved/underserved and they will re-visit this topic next year. Jeff Letourneau motions to keep the current definitions of unserved/underserved and Liz Wyman seconds the motion. All were in favor.
3. PEW Promising Practices Overview: Peggy Schaffer discussed her time at PEW in DC and explained that the PEW report is available and that she will send the Board a link to review it.
4. Approve Suggested Changes to Planning/Infrastructure Grants: Peggy Schaffer explained the small edits she made to the Infrastructure grant application and the Planning grant application/checklist. The staff added a sentence asking applicants if the drop cost is included in the grant or not. For the Planning grant application/checklist we added a sentence that you need to contact ConnectMaine staff to go over your checklist in detail. Susan Corbett motioned to approved the minor edits to the grant materials and Doug Birgfeld seconds the motion. All were in favor.
5. Build Standard Discussion: Peggy Schaffer wanted to start the conversation on ConnectMaine's build standard. The current build standard is a minimum of 10/10 Mbps. The Board agreed we need to have this conversation, but we should invite providers to this discussion and see what the affects might be on raising this standard. We will add this topic to a fall meeting and invite the providers to hear their thoughts and or concerns.
6. State Strategic Plan Update: Peggy Schaffer discussed the involvement that the Staff has had in the State's Strategic Plan for the past year and now we are in the stage of implementation. The Administration would like the ConnectMaine Board to be the plans broadband sub-committee. Brooke Johnson explained that Bruce Wagner will be holding a kick-off meeting in March with the Board and Staff and that we will be drilling down the Connectivity actions from the plan. Brooke Johnson explained that the Board will be responsible for intaking projects, making sure these projects stay healthy and help remove barriers if needed. The type of projects we would be tracking could be any new initiatives, federal grants, digital literacy and our current grant programs. Nick Battista would like the Board to be active outside of these meetings.
7. Monthly Financials: Brooke Johnson reviewed the monthly financials. ConnectMaine paid \$50,626.38 in expenses for the month of February. The ending balance was \$931,466.54. Additional future obligations were discussed leaving a final cash balance of \$623,089. The Board accepted the monthly financials.

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8. Set ConnectMaine's Next Grant Round Date & Dollar Amount: Peggy Schaffer and Brooke Johnson suggested opening the next grant round on Monday March 2, 2020 and close it on Thursday April 9, 2020 in the amount of \$500,000. Doug Birgfeld motions to approve the grant round suggested dates and amount and Liz Wyman seconds the motion. All were in favor.
9. Approval of Minutes: Liz Wyman motions to approve the minutes and Jeff Letourneau seconds the motion. All were in favor.
10. Other Business: The Board approved to move all Board meetings starting in April to the 4th Wednesday of every month from 10 to 12.
11. Public Comments: Ben Sanborn would like the Board packets provided to attendees before the meetings.

Board meeting adjourned at 3:45 p.m.