

**VLITE Board of Directors Annual Meeting:
DRM Conference Room
52 State Street, 3rd Floor, Montpelier, VT**

**Minutes of December 8, 2021
Approved on March 9, 2022**

Meeting called to order at 1:00

In attendance:

Board members: Dick Marron (via Zoom), Richard Rubin, Hal Cohen, Sarah Hofmann, Tony Klein, Annie Noonan, and Peter Walke.

Others: Gabrielle Malina, Tom Dunn, VELCO, Melanie Paskevich, Neighborworks of Western VT, Darren Springer and Jennifer Green of Burlington Electric Department, Annie Bourdon of CarShare VT, Bill Powell, Washington Electric Coop and Paul Zabriskie, Capstone.

Nominate and Vote Sarah Hofmann to the VLITE Board

- A motion was made to appoint Sarah Hofmann as VLITE director.
 - 1st - Tony Klein, 2nd – Peter Walke
 - All in favor

Approve Minutes of September 2021

- A motion was made to approve the minutes from the September 9, 2021 Board of Directors meeting.
 - 1st – Richard Rubin, 2nd – Tony Klein
 - All in favor

Treasurers Report

Treasurers Report read: Treasurer Annie Noonan provided bank account balances. As of November 29, 2021 there was \$1,565,866 in savings \$119,041 in checking, \$8,695 in money market.

- A motion was made to accept the report.
 - 1st – Richard Rubin, 2nd – Sarah Hofmann
 - All in favor

Review Informal Reports

Staff reviewed available and committed funds reports that demonstrates granting capacity. Staff reviewed a budget for 2022 on non-grant expenses.

Other staff updates: A VLITE request for application (RFA) was put out to municipal and cooperative utilities in October soliciting Tier 3 and Tier 3-type projects. WEC and BED are applying in December and VPPSA, VEC, Stowe and Hyde Park are in the queue for March.

VELCO Update with Tom Dunn

Tom Dunn, President and CEO of VELCO provided an update about some of its major initiatives. Safety, reliability, and the financial position at VELCO are all sound. Capital projects are being built for resiliency and to support policy initiatives. There is a new backup data and cybersecurity center in New Haven. VELCO is expanding its fiber to strengthen its communication system and also lends support to electric utilities in broadband expansion. With many more supply sources coming on line in connection with beneficial electrification, fiber helps connect these distributed resources to the grid.

Human resource focuses at VELCO include building its Diversity, Equity and Inclusion (DEI) program, and impending retirements and succession planning.

Dunn said the VELCO board since the merger, and the change from a purely stakeholder board to one with a broader public good mission, has culminated in the best board he has worked with.

Neighborworks of Western Vermont Application

Melanie Paskevich, Director of Operations presented a grant application for \$198,000 for Neighborworks HeatSquad to provide audits, weatherization, and cold climate heat pumps in households up to 120% area median income in the Northeast Kingdom and Bennington County.

Burlington Electric Department Application

Darren Springer, General Manager, and Jennifer Green, Director of Sustainability and Workforce presented a grant application for \$74,550 for the purchase of two all-electric vehicles and three charging stations – two placed at affordable multifamily housing, and one in a downtown parking lot - in Burlington. This project is in support of CarShare Vermont’s program for low income customers. Annie Bourdon, Executive Director of CarShare was available to answers questions.

Washington Electric Coop Application

Bill Powell, Director Products and Services, WEC and Paul Zabriskie, Capstone Weatherization and Climate Impact Director presented an application for \$100,000 to target fully weatherized homes for electrical service upgrades. The upgrades will make the homes ready for beneficial electrification in heating and transportation including heat pumps, heat pump water heaters and EV chargers.

Board Discussion and Votes on Grant Applications and Extension Requests

- A motion was made to approve the following extension requests for current grants: 3E Thermal from 12/31/21 to 4/30/22; Vermont Council on Rural Development until March 31, 2022; and, Neighborworks of Western Vermont to finish current weatherization projects in its queue until April 30, 2022.
 - 1st – Richard Rubin, 2nd – Tony Klein
 - All in favor

- A motion was made to approve the new Neighborworks HeatSquad grant.
 - 1st – Richard Rubin, 2nd – Tony Klein
 - All in favor

- A motion was made to approve the Burlington Electric Department grant.
 - 1st – Richard Rubin, 2nd – Hal Cohen
 - All in favor

- A motion was made to approve the Washington Electric Coop grant.
 - 1st – Sarah Hofmann, 2nd – Peter Walke
 - All in favor with Richard Rubin abstaining.

VELCO Director Search Process

Richard Rubin, chair of the search subcommittee presented a plan to proceed with interviewing and selecting an independent VELCO director. The full VLITE board would officially nominate that person at its March quarterly meeting.

VLITE Succession and Planning

Dick Marron reminded board members that he and Annie Noonan term out in June. The board needs to plan to replace those board seats and officer positions of President and Treasurer. Annie was first chosen for her government service and for her association with working people. Dick’s successor should be chosen from Stowe Electric’s Commission.

2022 Schedule of VLITE Quarterly Meetings

March 9; June 8; September 7; and, December 7.

VLITE Contract for Executive Director

- A motion was made to recommend the 2022 contract for VLITE executive director services through Downs Rachlin Martin with Gabrielle Malina.
 - 1st – Annie Noonan, 2nd – Sarah Hofmann
 - All in favor.

The meeting adjourned at 4:00 pm.