

DRAFT

April 13, 2016

Members: David Provost, Clem Nilan, Jane Knodell, Theresa Alberghini DiPalma, Tim Halvorson, Joan Shannon (via phone)

Member's Absent: Karen Paul

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

Public Members: Alan Matson

Meeting commenced at 5:34 p.m.

1. Agenda
2. Approval of minutes from the March 9, 2016 BTAB meeting

MOTION to approve the minutes from the March 9, 2016 Burlington Telecom Advisory Board ("BTAB") meeting, made by *Alberghini*, seconded by *Nilan*. *Unanimous*.

3. BT Management Update

Barraclough: There is no management update other than the review of the FY16 financials year-to-date and the FY17 draft budget and full year outlook that will be covered in Item 4 of the Agenda.

4. BT FY 2016 results to date, full year outlook and FY 2017 draft budget

Barraclough takes the BTAB through the financial packet previously emailed to the group; reviews FY16 results to date, an update on FY16 KPIs, an overview of KPIs proposed for FY17, and the draft budget for FY17.

MOTION to move the proposed budget for FY17 to the Board of Finance with the understanding that the draft may change dependent on Q4 performance, made by *Alberghini*, seconded by *Nilan*. *Unanimous*.

Provost opens Public Forum.

Provost closes Public Forum.

Provost: The City Council had a work session on the BT Criteria of Sale report. I welcome feedback from BTAB as to whether it should be discussed in an Executive Session. Additionally, there is an issue regarding a specific BT Commercial customer to be addressed and a public discussion would be detrimental to BT's competitive advantage.

Councilor Knodell: I have prepared a resolution for April 25 City Council agenda to adopt the criteria as written. The Council received and discussed criteria in their March meeting and had a work session on March 21 regarding the process and timeline of the sale. The work session was held in Executive Session at the advice of City Attorney because it would be detrimental to BT's competitive advantage to make this information public. My recommendation is to bring the BTAB up to speed on the City Council's work session in Executive Session.

MOTION to discuss both the timeline and process for the sale of BT and the BT Commercial customer issue in Executive Session made by *Knodell*. Seconded by *Alberghini*. Unanimous.

5. Executive Session

MOTION to exit Executive Session and adjourn made by *Knodell*, seconded by *Nilan* at 6:55 p.m. *Unanimous*.

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