



**State of Vermont
Public Service Board**

MEMORANDUM

To: Parties in PSB Docket No. 8881

From: Judith C. Whitney, Clerk of the Board *jcw*

Re: Schedule and Logistics for Technical Hearings

Date: April 26, 2017

Technical hearings for this Vermont Public Service Board ("Board") proceeding are scheduled for May 8, 9, and 10, 2017. The hearings will take place in the Susan M. Hudson Hearing Room on the third floor of 112 State Street in Montpelier.

In preparation for the hearings, the Board asks the parties to collaborate in preparing a proposed schedule of witnesses and to file this schedule with the Board no later than Wednesday, May 3, 2017. FairPoint is requested to take the lead in communicating with other parties. The witness schedule should identify the order in which each witness will testify. In addition, each party should identify the amount of time that party anticipates using to cross-examine each witness. In developing the schedule, parties should be sure to incorporate time that the Board could be expected to use for its questions.

The Board strongly encourages parties to focus their cross-examination, wherever possible, to optimize the use of hearing time. Time estimates should represent good faith estimates, rather than placeholders for potential cross-examination. Following receipt of the parties' proposals, the Board will establish a schedule for witnesses and, if necessary, set limits on the amount of time for cross-examination.

To facilitate the hearings, the Board also intends to adopt the following procedures:

- The Board anticipates that hearings will run from 9:30 a.m. to 5:00 p.m. If necessary, the Board may commence the hearings at 9:00 a.m. or extend them to as late as 7:00 p.m.
- On May 8, 2017, before the commencement of hearings, Board staff will meet with parties' representatives in the Hearing Room to discuss procedural issues

that may arise during the hearing. This meeting will take place at 8:30 a.m. All parties intending to present evidence or conduct examination that day *must* attend the procedural conference that morning. Issues to be discussed will include the schedule for the day, marking of exhibits, identification of allegedly confidential or highly confidential information that may be presented that day, objections to testimony or exhibits, and any other matters, as needed. Such meetings may be scheduled on subsequent days as well.

- For each day, the Board intends to adopt the following schedule:
 - The hearings will recess for lunch from 12:00 noon to 1:15 p.m.
 - The Board will schedule a 15-minute morning break around 10:30 a.m. and a 15-minute afternoon break at 3:00 p.m.
- Parties are encouraged to stipulate to the admission of any prefiled testimony and prefiled exhibits to which no party has objected.
- The Board will not permit witnesses to orally summarize their testimony.
- Prior to each day's technical hearing, parties should mark for identification any exhibits that they plan to introduce (including those to be used in cross-examination). To the extent feasible, parties should plan to mark each document as a separate exhibit, rather than introducing all of a witness's exhibits or a collection of different documents as a single exhibit. Parties should also prepare a typed list of all exhibits (an electronic version would also be appreciated). Parties should ensure that they have sufficient copies of exhibits that were not prefiled and exhibit lists to distribute to the Board (3 copies), Board staff (3 copies), and other parties. Parties should distribute exhibits that have not been prefiled with other parties prior to the commencement of hearings for that day.
- Witnesses should arrive at the hearing at least one-half hour prior to their estimated starting time, unless the witness is the first witness of the day (in which case, the witness should arrive prior to the commencement of the hearing).
- The time used to introduce witnesses, prefiled testimony, and exhibits should be kept to a minimum.

PSB Case No. 8881 - SERVICE LIST

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