



October 11, 2023 – 5:00 PM

**Executive Committee Meeting Minutes**

Video call link: <http://meet.google.com/dsx-okxj-foe>

<b>OTTER CREEK CUD EXECUTIVE COMMITTEE MEMBERS</b>			
<b>Town</b>	<b>Name</b>	<b>Term Ends</b>	<b>Present/Absent</b>
Shrewsbury	Laura Black, Chair	2024	P
Mendon	Larry Courcelle, Vice Chair	2024	P
Benson	John Hill	2024	A
Sudbury	Mike Small	2024	P
Brandon	Peter Werner	2024	P
Hubbardton	Chris Custer	2024	P
Wells	Eleanor Jones, Secretary/Clerk	2024	P
	Jackie Savela, Treasurer	2024	P

1. Call to order - Start recording the meeting: Start transcription 5:01PM.
2. Approval of agenda: Motion by Chris, second by Larry. Motion passed.
3. Approval of previous meeting minutes – 9/13/23 : Motion by Peter to approve previous meeting minutes from Executive Committee Meeting (Sept. 13) and from Emergency Executive Committee Meeting (Sept. 2). Second by Larry. Motion passed.
4. Construction Grant Application Agreement updates (Chair)\* : Motion for executive session by Eleanor. Second by Peter. Motion passed.  
Return from executive session 5:14 PM
5. Contract update: Contract is with Consolidated and they are reviewing it; review may be complete Oct 11 or end of October/beginning November.
6. Share responses from municipalities’ meetings on the annual report: Laura would like to have responses to Occud Annual Report by town boards be a discussion item for Occud Governing Board. Laura attended West Haven to provide report to them and they've decided to send a representative to Occud board. Laura also contacted Rutland City and they also have made an appointment to Occud Governing Board. Peter attended Brandon Select Board meeting with 10 copies of Occud Annual Report and ran out of copies. He will go back every couple of months. Laura will contact SoVTCUD (Southern Vermont CUD) and get information on website contact to facilitate broadband information sharing like construction schedules, link for checking addresses, etc. There will be a subcommittee of IT Committee to do these updates and interested members are encouraged to join.
7. General updates (Chair)

\* Executive Session - due to finding that premature general public knowledge would clearly place the public body 1 or a person involved at a substantial disadvantage, per 1 V.S.A. § 313 (1) (A).

- a. Draft RFP for exec director - collaborate with Lamoille. : Lamoille will not be sharing an Executive Director will Occud; they've hired their executive director full time. Occud needs to get RFP going, ask Vantage Point for help and talk to Eric Hatch of Southern Vermont CUD for information/advice. Also, Laura would like the governing board to ok a search committee for the Executive Director position. That committee will need to identify and implement steps needed to do the search(RFP). Jackie suggests that the RFP should specify position is contract not employee.
  - b. IT-Admin Committee on Website updates, access, : Laura asked Mike for a shared folder that may be used to allow access for board members to Occud documents such as address lists, presentations, slides, reports and more.
8. VCUDA update (VCUDA Rep): Oct 3 meeting involved gap funding (CUDs need it soon), digital equity, financial stability for CUDs, legislative and policy report and 2024 agenda, BEAD funding and Letter of Credit removal. Lisa Birmingham said that CUDs need to own assets until 2034. BEAD 2024/2025 funding starts in early 2025. Larry mentioned Vt Digger article on fiber to every dwelling includes hunting camps. Discussion of CUDs hanging onto construction funds to pay for future CUD funding requirements. BEAD volume 1 was submitted. Some CUD members are physically checking dwelling connections. Next meeting Oct. 17.
9. VCBB update (Chair):
10. Grants reports (Vantage Point) : None
11. Financials (Treasurer) – Warrant : Laura says that Vantage Point does provide needed services for RFPs and other work, which leaves Laura time for other Occud chair demands. Laura does suggest that hours billed by Vantage Point may be less in the future. Motion to approve the warrant of Oct 11, 2023 in the amount of \$20651.55 by Larry, second Peter, motion passed.
12. Other Business : Eleanor hopes that CUDs have levers in place to encourage broadband providers to do a good job. Also wondering if act or legislation creating CUDs needs to be changed to allow a small fee to be added to customer bills to fund CUDs. Laura did bring up with Lamoille the subject of customer fees and asked if they had been requested or discussed by their CUD. She asked if there had been discussions between Lamoille and Consolidated to find a means to fund the CUD with either a fee on services or maybe use a lease setup on CUD assets to create funding. That had been discussed and Consolidated did not agree; it agreed only to operate and maintain the network assets that the CUD owns. Consolidated also did not buy into the service fee either. Larry wonders how the CUD will maintain its assets out to 2034 without financial means. Larry points out that other CUDs are running like a business and will collect a fee to continue operating. Laura reiterated that she will connect with Eric Hatch(SoVtCUD) to try to understand their funding and get ideas for OCCUDs funding issue.
13. Next meeting : Nov 8 @5:00pm.
14. Adjournment: Motion by Chris, second by Larry. Motion passed. Adjournment at 5:49 pm.

Google Meet joining info:

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