



March 13, 2024 – 5:00 PM

## Executive Committee Meeting Minutes

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

OTTER CREEK CUD EXECUTIVE COMMITTEE MEMBERS			
Town	Name	Term Ends	Present/Absent
Shrewsbury	Laura Black, Chair	2024	P
Mendon	Larry Courcelle, Vice Chair	2024	P
Benson	Steve Murray	2026	P
Sudbury	Mike Small	2025	P
Brandon	Peter Werner	2024	A
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 – Started @5:02 pm.
2. Approval of agenda - Motion to approve agenda by Mike, second by Chris. Motion passed.
3. Approval of previous meeting minutes – 2/14/24 - Motion to approve agenda by Mike, second by Steve. Motion passed.
4. Chair Report: Contract, Agreement, and Construction Grant Agreement updates. CCI Sale. 2024 Task list and future planning\* - Invoice sent to VCBB. CCI \$1.7 million in the bank. Both contracts are signed. Ongoing meetings with CCI(Consolidated) on 2<sup>nd</sup> and 4<sup>th</sup> Thursday of month. Ongoing meetings with GNS(GoNetspeed) are 1<sup>st</sup> Thursday @2:00 pm. Executive director search is moving forward and Laura wants to meet with one or both of the Personnel/HR consultants she had contacted previously. Caleb is already drafting financial procedures; Jackie and Caleb are working together. Motion for executive session by Larry, second by Mike. Motion passed. Exec. Session started @5:18 pm.  
Exec. Session ended @5:44 pm.
5. Website committee report. - Chris says website work is moving forward; Mike and Jessica are working together. Laura says it should be done in April time frame.
6. Financials (Treasurer) Report – Warrant, Financial Procedures draft, - Motion by Larry to approve the warrant dated March 13, 2024 for the amount of \$5,350.00 . Second by Chris. Motion passed.

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

7. Review Agenda Items for upcoming Governing Board meetings: Chair Report, Financial report, 2024 Tasks, CCI Vermont rep visit (Town contacts for CCI construction), (Town contacts for GNS construction), new OCCUD representatives, - Christie will present financial report. The build schedule will be discussed. CCI representative will join and requests town/village contacts regarding the build. Need appointment form for Mikes alternate on the board (Mike will follow up w/Tom Myers). Need appointment forms (for all board members) in April. Executive board nominations and election. Motion to go ahead with HR consultant. Steve would like to see - for the board - a proposed start date and location of construction for CCI and GNS. Laura will put the plans on the shared drive for board members. Mike asked Laura for a 5 or 10 minute presentation regarding the build from the vendors. Laura says she'll put it on the agenda for April or May.
  - a. Plan for May Organizational Meeting – Re-Appointments due by last Monday in April, Vote executive positions whose terms are up. Bylaws Updates, Financial Procedures Policy,
8. VCUDA update (VCUDA Rep) – Met on Mar. 12<sup>th</sup>. VCBB staff updates include a documentary on CUDs that went out today. They talked about ARPA funding that was coming Tuesday or Wednesday. They worked all weekend to clear a backlog that was caused by staff turnover and monies are going out. VCUDA is filled as a intervenor in the CCI docket. Make Ready and Right of Way are idle. Finance committee is coordinating with VCBB on compliance training. BEAD committee is working on a multiple consortia with goal of multiple CUDs applying as a group for BEAD funding. Grant stake holders committee has received commentary from the public and will use input to construct a boots on the ground approach. Members round table discussed Southern Vermont CUD. Barriers to providing service to less than 18 addresses in Southern Vermont is continuing to be a challenge, otherwise Southern Vermont is done. Primmer/Piper (Eli Emmerson) will take intervenor status for Occud on the CCI sale docket.
9. VCBB update (Chair) – Laura will give a report at the Gov. Board meeting.
10. Other Business – None.
11. Next meeting Apr 10, 2024
12. Adjournment – Motion by Steve, second by Mike. Motion passed. Adjourned @6:03 pm.

Google Meet joining info:

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

Phone: +1-407-906-7354

PIN: 453656294