



November 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	2025	
Mendon	Larry Courcelle, Vice Chair	2025	
Benson	Steve Murray	2026	
Sudbury	Mike Small	2025	
Brandon	Peter Werner	2025	
Hubbardton	Chris Custer	2025	
Castleton	Leslie Cadwell	2025	
Jackie Savela, Treasurer		2025	

1. *Call to order - Start recording the meeting at 5:03pm*
2. *Approval of agenda.* Motion by Chris, second by Larry. Approved.
3. *Approval of previous meeting minutes – 10/09/24, 10/30/24.* Motion by Chris, second by Peter. Approved.
4. *Chair Report on OCCUD business:*
 - a. *CUD-Triad Sustainability Committee.* Laura reported that Lamoille has sent out an RFP; it included an option to provide interest in auditing for two other CUDs (meaning OCCUD and SoVTCUD).
 - b. *RFQ/RFP for Single Audit.* Discussion on Single Audit RFP plan - Laura will contact Jeff Tilton (Lamoille CUD chair) to ask what companies he sent the RFP to. Laura will draft the RFP for Otter Creek CUD and present to the Exec Committee at the December meeting with plans to approve it at the Dec Board meeting and send it out in December. Jackie provided the CPA firm name – RHR Smith. Peter provided the CPA firm name Angeleno. Laura will check those firm as well for capability/interest.
5. *Report on partner-providers:*
 - a. *GNS-update.* Laura will meet with GNS rep on 11.14. Updated Report is due. Steve reports that GNS contractors are active in Benson area and his residence has recently been connected.
 - b. *CCI-update.* Laura and Larry will meet with CCI reps on 11.14. The CCI-Fidium ribbon-cutting event was held on 10.29. Laura and Larry attended. Turnout was mostly state house reps and senators. CCI made framed “Gig-Town” certificates for every town that they built in, plus one for Otter Creek CUD. A brief press release appeared in the Rutland Herald. Laura presented photos from the event.

6. *Warrant and Financials (Treasurer)*. Warrant dated 11.14.24 was presented. Motion to approve by Peter, second by Larry. Approved.
7. *Grant reports (Vantage Point)*. Caleb described the status of grant reports – all in order and December will be close-out reports.
8. *Review Agenda Items for upcoming Governing Board meeting: Chair Report (see above)*. CCI update. GNS update. Financial report. Grant reports.
9. *VCUDA update (VCUDA Rep)*. Larry reported that last meeting included chair report, Budget, election of officers, BEAD, Legislative Day will be on Jan 29, 2025 (Laura invited any board members to contact her if you want to attend). An additional meeting was held on Nov 5 in executive session to discuss budget.
10. *VCBB update (Chair)*. Laura reported that no meetings have been held since Oct 14. Next VCBB meeting is Nov 18. Sarah Hoffmann has been named (to be appointed) to the VCB Board. Leslie says that S Hoffmann is an excellent choice for the position.
11. *Other Business*. None
12. *Next meeting December 11, 2024*
13. *Adjournment* – at about 5:38pm

Google Meet joining info:

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

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