



February 12, 2025 – 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(*2025 Appt recvd)	Present/Absent
Shrewsbury	Laura Black, Chair	2025 *	P
Mendon	Larry Courcelle, Vice Chair	2025 *	P
Benson	Steve Murray	2026	A
Sudbury	Mike Small	2025	A
Brandon	Peter Werner	2025 *	P
Hubbardton	Chris Custer	2025 *	P
Castleton	Leslie Cadwell	2025	P
	Jackie Savela, Treasurer	2025	P

1. Call to order - (Chair was unable to record due to not initiating the meeting from info@occud.org)
2. *Approval of agenda* - Motion by Peter, second by Larry. Unanimously approved.
3. *Approval of previous meeting minutes – 1/8/2025*. Motion by Leslie, second by Peter. Unanimously approved.
4. *Chair Report on OCCUD business:*
 - *CUD-Triad Sustainability Committee*. This Committee has not met recently.
 - *Single Audit RFP*. Chair reported that the proposal by Batchelder is accepted, and they have been notified by email. Laura will follow up by phone.
 - *Draft MOU for services by RRPC in 2025*. Chair has sent notes for the MOU to RRPC exec director; RRPC exec director says that the MOU will be provided before March. Chair has notified OCCUD’s legal counsel that the MOU will be on its way for review.
 - *Bylaw amendment and Financial Procedure Policy amendment*. Per above, no progress on these drafts yet, waiting for MOU to be drafted.
 - *OCCUD Member Towns, Representatives’ attendance, 2025 appointments*. Four re-appointments received so far. Chair will be contacting the non-responsive reps and towns and city to request a rep be appointed or else withdraw from the CUD until a participating rep is appointed.
 - *Draft memo on OCCUD responsibilities in 2025*. Draft is in progress. Laura sent notes to Leslie, who is in process of drafting.
 - *Website postings*. No news. Leslie suggests and Laura will post the Governing Board and Exec Committee meetings schedules.
5. *Report on partner-providers:* OCCUD received a question about a long drop in CCI territory (800 feet). Laura discussed with CCI; CCI stocks inner-duct fiber assemblies only up to 500 feet, thus any longer underground distance has to have conduit made available. CCI will provide OCCUD with all long drop

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



(OCCUD) customer data they have so far. Laura will get further information on VCBB's long drop program to share with long drop customers in the OCCUD.

6. *Warrant and Financials*. Motion by Leslie, second by Larry. Unanimously approved.
7. *Grant reports (Vantage Point)*. Close-out reports have been submitted.
8. *Review Agenda Items for upcoming Governing Board meeting*: Tabled to March meeting.
9. *VCUDA update (VCUDA Rep)*. Larry reports on Legislative day, discussions at VCBB on determining use of \$8M, change of meeting schedule to 1x/month.
 - *VCUDA Legislative Committee update (Laura B)*. Laura describes that the committee has submitted a response on the proposed use of the \$8M to VCBB. Also that VCUDA has proposed a response to H.11 – Consumer Protection Bill, and to H.121- Affordability Bill. Laura has recommended OCCUD's agreement; the executive committee responded favorably to this action.
10. *VCBB update (Chair)*. No news.
11. *Other Business*. None
12. *Next meeting* - 03.12.25
13. *Adjournment*

Google Meet joining info:

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

Phone: +1-407-906-7354

PIN: 453656294