

## Chittenden County Communications Union District (CCCUD) Board Meeting

### Governing Board Meeting Minutes

Wednesday, March 8, 3:00pm

**Municipal representatives participating:** Jessie Baker, representing South Burlington, Erik Wells, Chair, representing Williston, Regina Mahony, Vice Chair, representing Essex Junction, Lee Krohn, representing Shelburne, Marguerite Ladd, representing Essex Town, Nanette Rogers, Westford Town Administrator/representing Westford, John Abbott, representing Jericho. *Brad Holden, Underhill Town Administrator/representing Underhill was not present.*

Others present: Charlie Baker, Chittenden County Regional Planning Commission (CCRPC) Executive Director, Ann Janda, CCRPC Senior Energy Project Manager, Rob Fish, Deputy Director Vermont Community Broadband Board

- 1. Call to order; changes to the agenda** | E. Wells called the meeting to order at 3:02pm.
- 2. Public comment period on items NOT on the agenda** | There was no public comment.
- 3. Consider approving minutes from February 22, 2023**  
*Jessie Baker moved to approve, seconded by John Abbot. Motion passed unanimously.*
- 4. Consider authorizing execution of preconstruction grant agreement**  
*Regina Mahony moved to approve, seconded by Jessie Baker. Motion passed unanimously.*
- 5. Consider joining VCUDA – dues are \$7,003**  
*Regina Mahony moved to approve, seconded by Jessie Baker. Motion passed unanimously.*
- 6. Discuss [Executive Director](#) vs. [Project Manager](#)**

After some discussion, Erik Wells suggested starting the procurement process to hire the RFP consultant first. The RFP to hire the consultant could include an optional task of part-time, ongoing project management. Charlie Baker said that CCRPC could work on the RFP to hire the RFP consultant. Ann Janda will develop a draft for review at the next meeting. Given that other CUDs have working board members that work on these types of tasks, Charlie Baker suggested that the current board members work on finding replacement, volunteer representatives that can devote more hours to the CCCUD.

- 7. Clerk's Report**  
Ann Janda reported that Colchester will discuss the CCCUD at their next Selectboard meeting.
- 8. Treasurer's Report**  
Charlie Baker said that he will give financial reports at future meetings now that the preconstruction funds have been secured.
- 9. The meeting was adjourned at 3:50pm.**

Respectfully submitted,  
*Ann Janda, Clerk*