

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

### Governing Board Meeting Minutes

Wednesday, April 26, 3:00pm

**Municipal representatives participating:** Erik Wells, Chair, representing Williston, Regina Mahony, Vice Chair, representing Essex Junction, Nanette Rogers, representing Westford, Brad Holden, representing Underhill, David Solomon, representing Shelburne, Andy Watts, representing Essex Town, and Jessie Baker, representing South Burlington

*Not present:* John Abbott, representing Jericho,

**Others present:** Ann Janda, CCRPC Senior Energy Project Manager

**1. Call to order; changes to the agenda** | Erik Wells called the meeting to order at 3:02. Erik Wells suggested an additional agenda item to discuss legal services.

**2. Public comment period on items NOT on the agenda** | There was no public comment.

**3. Consider approving minutes from April 7, 2023**

*Nanette Rogers moved to approve with one edit, seconded by Brad Holden. Motion passed unanimously.*

**4. Executive session to review RFP proposals and discuss next steps**

*Regina Mahony motioned to enter executive session per 30 V.S.A. § 3084 § 3084 confidential business information shall be exempt from public inspection and copying pursuant to 1 V.S.A. § 317(c)(9). Seconded by David Solomon. Motion passed unanimously.*

Entered Executive Session 3:10

Exited Executive Session 3:40

**5. Clerk's Report**

Ann Janda had nothing to report

**6. Treasurer's Report**

Ann Janda presented a CCCUD financial report for January-March developed by CCRPC's Business Office. CCRPC invoiced Vermont Communications Broadband Board (VCBB) for the first \$75,000 of the \$300,000 preconstruction grant award but has not received it yet. VCBB says they are working on the issue. Expenses to date total \$10,218.94. This is for insurance annual costs, CCRPC staff time, and VCUDA dues.

**7. Legal Services**

Erik Wells suggested we consider an RFQ for legal services. Ann Janda pointed out that as per the grant agreement with VCBB, any contract over \$25,000 must be reviewed by independent legal council to ensure compliance with Act 71. This means a contract with the consultant CCCUD is looking to hire by the end of May, will need legal review sooner than an RFQ process

will allow. Ann Janda suggested CCCUD Board consider utilizing a trusted town attorney for this work. Erik Wells will bring this topic up at the VCUDA Board meeting next Tuesday to get advice. Ann Janda will follow up with Charlie Baker about the possibility of utilizing its attorney.

**8. The meeting was adjourned at 3:40pm**

Respectfully submitted,  
*Ann Janda, Clerk*