

Chittenden County Communications Union District

Governing Board Meeting Agenda

Wednesday, August 23, 3:00pm

Remotely via MS Teams [Click here to join the meeting](#)

Meeting ID: 215 085 382 529 Passcode: gC8Fxm

[Link to enabling statute](#)

1. Call to order; changes to the agenda
2. Public comment period on items NOT on the agenda
3. Consider approving [minutes from August 9, 2023](#)
4. MBI: Status of broadband coverage mapping and gap analysis for all eight municipalities
5. Discussion: Shelburne to use \$50,000 of ARPA funds for startup costs related to Chittenden County Communications Union District. Shelburne will require a presentation on how funds were spent.
6. Discuss strategy for Budget, Annual Audit, and Annual Report
 - a. **Budget:** As per statute, [30 V.S.A. § 3075 \(b\)](#) *Coincident with a regular meeting thereof, the board shall hold a **public hearing on or before November 15 of each year** to receive comments from the legislative bodies of district members and hear all other interested persons regarding the proposed budget. **Notice of such hearing shall be given to the legislative bodies of district members at least 15 days prior to such hearing.** The board shall give consideration to all comments received and make such changes to the proposed budget as it deems advisable. And as per statute, [30 V.S.A. § 3069](#) *The treasurer shall prepare the annual financial statement and the budget of the district for distribution, upon approval of the board, to the legislative bodies of district members.**
 - b. **Audit:** As per [CCCUD's Governing Board Bylaws](#), Section 17 and [30 V.S.A. § 3070](#), *The Governing Board shall cause an audit of all CCCUD accounts to be performed annually by an independent professional accounting firm or a certified public accountant.*
 - c. **Annual Report:** First Annual Report. See sample [here from SoVT CUD](#).
7. Clerk's Report
8. Treasurer's Report
9. Adjourn