

Chittenden County Communications Union District (CCCUD) Board Meeting

Governing Board Meeting Minutes Wednesday, February 28, 2024, 3:00pm

Municipal representatives participating: Mike Vance, Chair, representing Williston, David Solomon, representing Shelburne, Angelike Contis, alt. representing Jericho, Marta Pauer Tursi, representing Essex Junction, Hubie Norton, representing Essex Town, and Brad Holden, representing Underhill

Absent: Julia Andrews, Vice Chair, representing Westford, Tim Barritt, representing South Burlington, and John Abbot, representing Jericho

Others present: Ann Janda, CCRPC Senior Energy Project Manager and CCCUD Clerk, Jason Gay, Mission Broadband

1. **Call to order** Mike Vance called the meeting to order at 3:01pm.
2. **Public comment period on items NOT on the agenda** | There was no public comment.
3. **Consider approving minutes from February 14, 2023**

Marta Pauer Tursi moved to approve, seconded by Hubie Norton. Motion passed.

4. **Potential executive session to discuss status of draft contract with CCI and next steps**

David Solomon motioned to enter Executive Session as 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). (Added 2021, No. 71, § 11, eff. June 8, 2021.). Seconded by Hubie Norton. Motion passed.

Entered Executive Session 3:05pm

Marta Pauer Tursi motioned to move out of Executive Session. Seconded by Angelike Contis. Motion passed.

Exited Executive Session 3:37pm

The CCCUD Board is awaiting responses from CCI for next steps.

5. **Consider setting a date for the next meeting given the outcome of executive session**

The Board agreed to move back to the regular schedule of meetings on the 2nd and 4th Wednesday of each month.

6. **Clerk's Report**

Ann Janda shared the following activity since the last meeting:

- **Met with Attorney 2/19:** Mike Vance, Ann Janda, and Jason Gay (MBI) met with attorney Andy Montroll to review the draft CCI contract and Andy's initial comments.
- **Met with VCBB Staff 2/22:** Mike Vance, Ann Janda, and Jason Gay (MBI) met with Alexei Monsarrat of VCBB to discuss the construction grant application timeline and an

overview of the draft contract. Mostly likely, materials will not be ready in time for the VCBB's March 11 meeting.

- **VCBB Grant Report:** Ann Janda submitted monthly preconstruction grant report to VCBB.
- **Sam.gov renewal:** Ann was notified that CCCUD's Sam.gov registration would need to be renewed soon, so Ann submitted the renewal. This is necessary for further VCBB funding.

7. Treasurer's Report

Ann Janda shared that it is time to invoice the VCBB for the remaining \$225K in the preconstruction grant funding. She will meet with CCRPC's finance director to initiate this process.

8. The meeting was adjourned at 3:45pm.

Respectfully submitted, *Ann Janda, Clerk*