



Northwest Communications Union District  
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Nwcud.com

1 **Northwest Communications Union District**  
2 **Governing Board Meeting**  
3 **November 10, 2020, 6:00 p.m.**  
4 **Zoom Virtual Meeting ID**

5  
6 **Attendance:** Sean Kio, Chair (Enosburgh Rep.), Chris Cota, Vice-Chair (Fairfax Rep), Everett McGinley  
7 (Montgomery Rep), Jonathan DeLaBruere (Fairfield Rep.), Moustafa Mends-Cole (Sheldon Alt.), Stu  
8 McGowan (Alburgh Alt.), Tara Wright (Georgia Alt.) and Emily Klofft (NRPC). Leslie Nulty, User.

9  
10 **Call to Order and Adjustments to the Agenda**

11 Chair Sean Kio called the meeting to order at 6:03 pm, followed by roll call. A quorum was present.  
12 There were no adjustments to the agenda.

13  
14 **Approval of Minutes**

15 *E. McGinley motioned to accept the minutes as amended. Seconded by C. Cota. Motion carried.*

16  
17 **Treasurer’s Report**

18 E. Klofft provided the Treasurer’s Report. The ending balance is for \$5,107.50. This is the VCF funds.

19  
20 Chris will change the insured name to Northwest Communications Union District in order to receive a  
21 DUNS number.

22 *C. Cota motioned to approve the Treasurer’s Report. Tara seconded. Motion carried.*

23  
24 **Administrative Services Agreement**

25 **Emily provided a draft version of the administrative services agreement between NRPC and the CUD.**

- 26
  - **Emily will distribute to membership for consideration prior to the next meeting.**

27  
28 **CUD Subcommittees**

29 Current assignment based on the Subcommittee poll:

30 Communications – Sean Kio, Ken Millman, Chris Cota, Dominic DeRosia, and Moustafa Mends-Cole

31 Finance – Stu McGowan and Everett McGinley

32 Project Management – Everett McGinley and Sean Kio

33  
34 S. Kio will work with Shaun Coleman at NRPC for outreach to non-active member municipalities.

1 **Broadband Planning Grant**

2 E. Klofft reported that they had 5 proposals to the RFP.

- 3 • Looking for recommendation from CUD on Thursday 11/12.
- 4 • Funding through planning grant can be used to pay NRPC or hire own consultant.
- 5 • Chris would like to see it covered.

6  
7 **Vermont Community Foundation Grant**

8 S. Kio reported they applied for and received another grant.

9  
10 **Member Updates**

11 Fairfax – Chris reported that he presented the survey link to the Fairfax Selectboard. The link to the  
12 survey is on the website, it would be great to ask Town Clerks to post on website and the CUD’s social  
13 media platforms. Emily will get out the social media policy.

14 Montgomery – Everett reported RDOF auction coming up. Any update on public service for the update.

15 Berkshire – Dominic requested master list of addresses. Berkshire selectboard willing to pay for ISP  
16 service beyond what state will provide.

17 Sheldon – Moustafa reported no activity the email Nick sent about Town Clerk and Fire Department for  
18 Wifi.

19 Alburgh – S. McGowan reported no activity.

20 Georgia – Tara reported no activity.

21  
22 **Department of Public Service Update (invited)**

23 Otter Creek building a case management platform for CUD. Asked if we would reconsider  
24 second round of planning fund. Otter Creek is paying for majority of CRM. \$12k for 3 year  
25 agreement.

26  
27 Everett asked about RDOF auction

28  
29 **Other Business**

30 Stu will

- 31 • Seek grant sources

32  
33 Email and phone for NWCUD on new website

34  
35 **Public Comment**

36 None.

37  
38 **Adjourn**

39 Everette motioned to adjourn. Tara seconded. Motion carried.

40  
41 *Meeting adjourned at 7:21 p.m.*