

1 **Northwest Vermont Communications Union District**
2 **Executive Committee Special Meeting**
3 **January 7, 2026 at 10:00am**
4 **Hybrid Meeting**
5

6 **Attendance**

7 Mary Kay Raymond (ED), Chasidy Benjamin (Admin, Clerk), Zachary Burdick (Chair, Georgia),
8 Cheryl Dunn (Alburgh Village, Member at Large), Matthew Stebbins (Sheldon, Member at Large),
9 Mark Stephens (Alburgh, Member at Large), Sam Dyer (GWI), Will Duquette (GWI), Ellie de Villiers
10 (VCBB)
11

12 **Call to Order, Roll Call, Adjustments to Agenda**

13 Chair Z. Burdick called the meeting to order at 10:05am, a roll call was conducted, and a quorum
14 was present to conduct business.
15

16 **Public Comment**

17 No members of the public present, therefore no public comment.
18

19 **CPE Material and Network Equipment RFP (Executive Session / Action Needed)**

20 M.K. Raymond stated we are seeking a motion to go into Executive Session under the provisions of
21 1 VSA §313 with consultants, staff and executive committee members to discuss RFP details
22 finding that premature disclosure could substantially disadvantage the CUD if it were to be made
23 public at this time.

24 *Z. Burdick motioned to enter Executive Session. C. Dunn seconded. Motion carried.*
25

26 *Z. Burdick motioned to exit Executive Session. C. Dunn seconded. Motion carried.*
27

28 Z. Burdick reported that the group had a discussion regarding RFP details but noted that no action
29 was taken in Executive Session other than to end Executive Session.
30

31 *Z. Burdick motioned to select and notify the chosen vendors for the CPE Material and Network
32 Equipment RFP. C. Dunn seconded. Motion carried.*
33

34 **Other Business**

35 None.
36

37 **Adjourn**

38 *Z. Burdick motioned to adjourn. C. Dunn seconded. Motion carried.*
39

40 Meeting adjourned at 10:27am.