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**Northwest Communications Union District
Executive Committee Regular Meeting
February 8, 2023, at 12:30pm
Virtual Meeting**

Attendance

Sean Kio (ED), Chasidy Benjamin (Admin), Zachary Burdick (Georgia, Chair), Elisabeth Nance (Swanton Town and Swanton Village, Clerk), Ken Millman (Alburgh, Member at Large), Stu McGowan (Alburgh, Member at Large), Brenda Churchill (Bakersfield, Member at Large)

Call to Order, Roll Call, Adjustments to Agenda

Chair Z. Burdick called the meeting to order at 12:32pm, a roll call was conducted, and a quorum was present to conduct business. There were no adjustments to agenda.

Public Comment

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

Approval of Minutes 01/11/23

K. Millman motioned to approve 01/11/23 minutes. Z. Burdick seconded. Motion carried.

Operational Update

S. Kio reported:

- Out of the five responses from the ISP RFI we received, we currently have three active participants doing their risk analysis to see if they want to move forward with contracting. These conversations are ongoing.
- We received our High-Level Design draft from NRTC. The draft is currently under staff review and it, along with our revised financial model, will need to be reviewed by ONUG. Once we have a finalized High-Level Design we can do a working group with interested board members to provide commentary.
- We have an RFQ that was sent out yesterday for pole permitting and make ready. This RFQ closes on February 17th as we need to begin this process soon.
- RFPs for operations and maintenance for construction, and material procurement are being worked on by NRTC and will need to be sent out as well.
- Vermont passed the virtual open meeting law for two more years so we no longer need a physical location for meetings.
- Sean attended CUD Day. There was a resolution of support that was passed during CUD Day, which is a commitment from the state to provide continued support for the CUDs. Sean connected with local representatives there, as well as holding a lunch time round table discussion. It was a very productive day for the CUDs.

Other Business

S. Kio reminded the committee that we will be reaching out to our communities soon to appoint or reappoint representatives.

Adjourn

B. Churchill motioned to adjourn. Z. Burdick seconded. Motion carried.

Meeting adjourned at 12:49pm.