

1 **Northwest Communications Union District**
2 **Executive Committee Regular Meeting**
3 **February 22, 2023, at 12:30pm**
4 **Virtual Meeting**
5

6 **Attendance**

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

10
11 **Call to Order, Roll Call, Adjustments to Agenda**

12 Chair Z. Burdick called the meeting to order at 12:34pm, a roll call was conducted, and a quorum was
13 present to conduct business. There were no adjustments to agenda.

14
15 **Public Comment**

16 Leisa Fearing was present, however no comment.
17

18 **Approval of Minutes 02/08/23**

19 *Z. Burdick motioned to approve 02/08/23 minutes. B. Churchill seconded. Motion carried.*
20

21 **Operational Update (executive session)**

22 *Z. Burdick motioned to enter Executive Session including NWFx Staff and NWFx Board Members to*
23 *review further Operational Update details whereas premature general public knowledge regarding the*
24 *related Operational Update details would clearly place the public body, or a person involved at a*
25 *substantial disadvantage. K. Millman seconded. Motion carried.*
26

27 Z. Burdick reported that the group discussed Operational Updates but noted that no action was taken in
28 Executive Session other than to end Executive Session.
29

30 **Make Ready and Permitting RFQ (executive session/action needed)**

31 *Z. Burdick motioned to enter Executive Session including NWFx Staff and NWFx Board Members to*
32 *review further Make Ready and Permitting RFQ details whereas premature general public knowledge*
33 *regarding the related Make Ready and Permitting RFQ details would clearly place the public body, or a*
34 *person involved at a substantial disadvantage. B. Churchill seconded. Motion carried.*
35

36 Z. Burdick reported that during Executive Session the group selected a vendor for Make Ready and
37 Permitting and more details will be shared with the public soon.
38

39 **Act 71 Pre-C Budget Amendment**

40 S. Kio shared the draft of the proposed budget amendment via shared screen. He explained we do not
41 need to reapply for this grant, we only need to submit an amendment for the additional funds. He
42 explained that the 2023 budget is scheduled for 18 months and we will need to present this to the VCBB
43 at their March meeting for approval.
44

45 **Other Business**

46 None.
47

48 **Adjourn**

49 *Z. Burdick motioned to adjourn. S. McGowan seconded. Motion carried.*

50

51 Meeting adjourned at 1:08pm.

52