

1 **Northwest Communications Union District**
2 **Executive Committee Special Meeting**
3 **December 20, 2023, at 12:30pm**
4 **Virtual Meeting**
5

6 **Attendance**

7 Sean Kio (ED), Mary Kay Raymond (Ops PM), Brad Lewis (Treasurer), Zachary Burdick (Georgia, Chair),
8 Cathy Ainsworth (Fairfield, Vice Chair) 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 Vice Chair C. Ainsworth called the meeting to order at 12:36pm, a roll call was conducted, and a quorum
13 was present to conduct business. There were no adjustments to the agenda.
14

15 **Public Comment**

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

18 **Personnel (executive session)**

19 *K. Millman motioned to enter Executive Session including NWFx Staff to review further Personnel details*
20 *whereas premature general public knowledge regarding the related Personnel details would clearly place*
21 *the public body, or a person involved at a substantial disadvantage. C. Ainsworth seconded. Motion*
22 *carried.*

23
24 C. Ainsworth reported that the group had a discussion regarding Personnel but noted that no action was
25 taken in Executive Session other than to end Executive Session.
26

27 **Fairfield Letter of Intent (action needed)**

28 S. Kio shared the letter of intent via shared screed. M.K. Raymond explained that this is something that
29 has been in the works for a while now, we have modified our letter of intent to have this location be
30 more of an administrative location. She explained the letter of intent to the committee.
31

32 C. Ainsworth stated that the selectboard is looking forward to reviewing this with NWFx, and hoping that
33 NWFx staff can attend the next selectboard meeting on January 8th.
34

35 K. Millman asked if this is part of our 2024 budget. S. Kio answered yes this has been budgeted for.
36

37 B. Churchill motioned for approval of NWFx Chair to sign the Fairfield letter of intent. K. Millman
38 seconded. Motion carried. C. Ainsworth abstained.
39

40 **Pivot Tech MOU (action needed)**

41 S. Kio explained that this is a MOU between NWFx and Pivot Tech, also known as Mobia. This document
42 has gone through legal review. Now that we have done more financial work with GWI we understand our
43 revenue gap. We have a need to know what our commercial revenue potential is. Pivot Tech has the
44 knowledge and experience to guide us through this. This work is critical in putting forth a complete
45 revenue plan to the VCBB for construction.
46

47 K. Millman motioned for approval of NWFx Chair to sign the MOU. B. Churchill seconded. Motion
48 carried.

49 **GWJ MSA Schedules (executive session) (action needed)**

50 *B. Churchill motioned to enter Executive Session including NWFx Staff to review further GWJ MSA*
51 *Schedule details whereas premature general public knowledge regarding the related GWJ MSA Schedule*
52 *details would clearly place the public body, or a person involved at a substantial disadvantage. K.*
53 *Millman seconded. Motion carried.*

54
55 C. Ainsworth reported that the group had a discussion regarding GWJ MSA Schedules I but noted that no
56 action was taken in Executive Session other than to end Executive Session.

57
58 *C. Ainsworth motioned that pending final legal review the executive committee directs the chair to sign*
59 *the acknowledgement regarding network agreement schedules and exhibits. S. McGowan seconded.*
60 *Motion carried.*

61
62 **Other Business**

63 B. Lewis asked Z. Burdick if he was planning to attend CUD Day on January 31st. S. Kio stated that VCUDA
64 is working on putting the schedule together for the event. Z. Burdick will let NWFx staff know if he is
65 able to attend.

66
67 **Adjourn**

68 *B. Churchill motioned to adjourn. C. Ainsworth seconded. Motion carried.*

69
70 Meeting adjourned at 1:40pm.

71