

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48

**Northwest Vermont Communications Union District  
Governing Board Regular Meeting  
April 17, 2025 at 6:00pm-Meeting Minutes  
Hybrid Meeting**

**Attendance**

See Attached.

**Call to Order and Adjustments of the Agenda**

Chair Z. Burdick called the meeting to order at 6:03 p.m. followed by roll call. A quorum was present to conduct business. No adjustments to the agenda.

**Public Comment**

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

**Approval of Minutes 01/23/25**

*S. McGowan motioned to approve 01/23/25 minutes. R. Klein seconded. Motion carried.*

**Treasurer's Report (executive session)**

D. Sullivan stated that we are able to meet our obligations when due and we are proceeding with a construction plan. D. Sullivan stated we are seeking a motion to go into Executive Session under the provisions of 1 VSA §313 with consultants, staff and board members to discuss financial information finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.

*Z. Burdick motioned to enter Executive Session. S. Mitchell seconded. Motion carried.*

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

**Policies (action needed)**

Z. Burdick noted that he had forgotten a detail regarding paid holidays during the last meeting. Currently, only full-time employees receive paid time off for holidays. He would like to amend the personnel policy to extend paid holiday time to part-time employees as well. Additionally, he plans to retroactively provide paid time off for holidays observed earlier this year to our part-time employee.

*Z. Burdick motioned to amend the personnel policy to state all employees receive paid time off for holidays and retroactively pay Chasidy for holidays that have already taken place in 2025. C. Ainsworth seconded the motion. A roll-call vote took place, all in favor, no objections, no one abstained. Motion carried.*

**Executive Committee Members at Large**

Z. Burdick provided the board with an overview of the current Executive Committee members. He stated that we have received a couple of responses of interest from board members to serve on the Executive Committee, however, he would like to keep this open until next month for our annual organizational meeting and then we can vote on members at large.

1 M. Stebbins explained what being a member at large entails for time commitments.  
2

3 C. Ainsworth agreed and explained that this is an exciting time for NWFx, so it is rewarding to be  
4 involved in the Executive Committee.  
5

6 **Operational Update (executive session)**

7 M.K. Raymond stated we are seeking a motion to go into Executive Session under the provisions of  
8 1 VSA §313 with consultants, staff and board members to discuss operational updates finding that  
9 premature disclosure could substantially disadvantage the CUD if it were to be made public at this  
10 time.

11 *Z. Burdick motioned to enter Executive Session. R. Klein seconded. Motion carried.*  
12

13 Z. Burdick reported that the group had a discussion regarding operational updates but noted that  
14 no action was taken in Executive Session other than to end Executive Session. He also noted that  
15 the governing board members, staff, and Alex Rozek from GWI were invited into Executive Session.  
16

17 **Other Business**

18 None.  
19

20 **Adjourn**

21 *Z. Burdick motioned to adjourn. M. Stebbins seconded. Motion carried.*  
22

23 Meeting adjourned 6:39pm.  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47

**Northwest Communications Union District  
Governing Board Meeting Attendance  
April 17, 2025**

- 1
- 2
- 3
- 4
- 5 Alburgh Town –Ken Millman, Stu McGowan, Mark Stephens
- 6 Alburgh Village – Cheryl Dunn
- 7 Bakersfield –John West Jr
- 8 Berkshire –Joshua Grims
- 9 Enosburg Falls Village – Daniel Tumwesigye
- 10 Enosburgh Town – Absent
- 11 Fairfax – Scott Mitchell
- 12 Fairfield – Cathy Ainsworth, Vice Chair
- 13 Franklin – Amy Adams
- 14 Georgia – Zachary Burdick, Chair
- 15 Grand Isle – Michael Inners
- 16 Highgate – Robyn Klein
- 17 Isle La Motte – Vacant
- 18 Milton –Amy Crawford
- 19 Montgomery – Absent
- 20 North Hero – Vacant
- 21 Richford – Daniel Seeley
- 22 Sheldon – Matthew Stebbins
- 23 South Hero – Absent
- 24 St. Albans Town – Absent (excused)
- 25 Swanton Town – Vacant
- 26 Swanton Village – Absent (excused)
- 27 Staff/Contractors – Mary Kay Raymond, Chasidy Benjamin, Denise Sullivan
- 28 GWI – Alex Rozek