

Northwest Vermont Communications Union District
Governing Board Draft Meeting Minutes
April 20, 2021 6:00 p.m.
Zoom Virtual Meeting

Attendance: Sean Kio (Enosburgh Town Rep.), Stu McGowan (Alburgh Alt.), Ken Millman (Alburgh Rep.), Dave Stanley (Fairfax Rep.), Mary Kay Raymond (Fairfax Alt.), Tara Wright (Georgia Alt.), Emily Klofft (NRPC), Everett McGinley (Montgomery Rep.), Charen Fegard (Richford Rep.), Shaun Coleman (NRPC), Jake Cane (Sheldon Rep.) and Dominic DeRosia (Berkshire Rep.).

Call to Order and Adjustments to the Agenda

Chair S. Kio called the meeting to order at 6:07 pm. A quorum was present.

S. Kio asked to reshuffle order moving item#5 back to item#12 because that will require Executive Session due to a contract discussion.

K. Millman motioned to approve the adjustment. M.K. seconded. Motion carried.

Approval of Minutes

Changes to attendance: Stu McGowan is Alburgh rep and not Richford. Tara was not at last meeting and Everett was misspelled.

J. Kane motioned to approve the minutes from the April 10 meeting with the corrections. E. McGinley seconded. Motion carried.

Treasurer's Report

E. Klofft provided the Treasurer's Report. No change since last meeting. The balance of the bank account is \$58,173.05. The total amount of all invoices is \$19,127.89. VCF funding has a balance of \$24,844.92. Still waiting for approval of the PSD Planning Grant extension.

D. Stanley motioned to approve the Treasurer's Report. K. Millman seconded. Motion carried.

Sub-Committees

S. Kio reviewed the three subcommittees: Communications, Project Management/Operations and Finance. He requested subcommittees meet in the off weeks. E. Klofft will send meeting invitations out. S. Coleman read the current subcommittee volunteer sign-ups:

Communications: Dave Stanley, Ken Millman, Jake Kane

Finance: Ken Millman, Stu McGowan, Everett McGinley

Project Management/Operations: M.K. Raymond, Dominic DeRosia, Everett McGinley, Jake Kane

The Chair will be an at-large member.

S. Kio reported that Dominic DeRosia has resigned as Berkshire Representative. S. McGowan reiterated that we need to fill the vacant appointments immediately. Current vacancies include Berkshire, Enosburg Falls and Fairfield representative has meeting conflicts. Tara asked if other non-member towns are interested. S. Kio noted that outreach is being done with St. Albans Town, Franklin, and Swanton. Colchester and Milton are interested in joining the CUD as well. Charen Fegard asked if there was an introductory package that the members could send out to people within the community who may be interested in being municipal representatives or alternates. E. Klofft will email it. T. Wright suggested pointing those who are interested to the NWCUD website.

CUD Representative Resolutions

There was a brief discussion about receiving municipal resolutions for appointees and alternates to NWCUD. These are due in by April 26. Sheldon, Fairfax and Montgomery have passed resolutions for appointees. S. Kio met with Enosburg

1 Falls Trustees and requested they appoint someone form the Village. Resolutions should be sent to Emily and or Shaun
2 at NRPC.

3 4 **Legislative Update**

5 S. Coleman reported that Christine Hallquist from NEK had mentioned NWCUD during her testimony to House Finance in
6 the context of shared services with NEK and Lamoille.

7
8 E. McGinley noted that there was a response letter in VT Digger to the McNulty's article; the McNulty's article was
9 critical of CUDs. S. Kio added that there was a VCUDA effort to file a joint response to the article to Senate Finance.

10 11 **Member Updates**

12 K. Millman reported that J.R. Cox, Alt representative from Alburgh Town will likely be appointed the Alburgh Village
13 Representative.

14
15 S. McGowan reiterated that he has a line on one of the most influential individuals in DC regarding the maneuverings of
16 the federal infrastructure bill. He offered to ask her to lobby for the CUD for what are needs and wants are from the bill.
17 S. Kio added that it would be good to connect her to VCUDA because they are seeking a lobbyist, and agreed to follow-
18 up with Stu other about this opportunity.

19
20 C. Fegard reported that she passed the resolution to appoint CUD members on to the Richford Selectboard but did not
21 know if she was reappointed.

22
23 D. Stanley reported that the Fairfax Selectboard appointed himself and M.K. and David as the alternate and
24 representative respectively.

25
26 T. Wright reported she and Amber Baker will likely be reappointed. She has also spoken with several community
27 members who have asked for status updates.

28
29 J. Kane reported that the Sheldon Selectboard is looking to appointment someone to fill the CUD rep. vacancy. He also
30 mentioned to Nick Norris about asking the Selectboard for some of the ARPA funding and he thought a small amount
31 might be considered.

32
33 S. Kio reported that many CUDs are asking Boards for funding as well and the amounts of the ask vary. He recommended
34 that members, who have PSD installed wi-fi hotspots in their communities, should retrieve administrative access from
35 the installer if possible, in order to document public use. Last week in Enosburgh, there were 278 unique users access
36 the hot-spot. E. Klofft added that it would be great data to have for metrics/tracking. If members do receive it please
37 send to NRPC.

38 39 **Public Service Department**

40 No report.

41 42 **Draft Feasibility Study**

43 *T. Wright motioned for the Board to enter into Executive Session to discuss vendor contract whereas*
44 *“premature general public knowledge would clearly place the public body or a person(s) involved at a*
45 *substantial disadvantage. E. McGinley seconded. M.K. Raymond amended the motion to invite NRPC staff*
46 *members into Executive Session. Seconded by J. Kane. Motion carried.*

47
48 *J. Kane motioned to leave Executive Session. S. McGowan seconded. Motion carried.*

49 50 **Other Business**

1 None.

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3 **Public Comment**

4 S. Whittaker discussed a meeting he was at regarding CV Fiber. He noted that networks have to be developed like a
5 utility with engineering design, interoperability, redundancy, diversity, planning for mergers and acquisitions and
6 bankruptcies. They must ensure that none of the elements people rely on go out of service. He referenced a recent
7 Kingdom Fiber 911 outage. He asked the group to discuss this in the near future, supporting a state level design of the
8 network so that whatever the CUDs do independently, a state wide design would ensure interoperability and resilience
9 in the future. He asked the CUD to contact the legislature about this.

10
11 S. Kio thanked S. Whittaker for his comments. S. Kio added that he has been in contact with members of the legislature
12 including Senator Brock. Additionally, he provided testimony to Senate Finance and continues to have these types of
13 discussion with the legislature.

14
15 S. Kio asked NRPC to follow up with municipalities regarding representatives. Our next meeting will be the annual
16 meeting on May 4th. T. Wright added that she looks forward to meeting in person.

17
18 **Adjourn**

19 *S. McGowan motioned to adjourn. M.K. Raymond seconded. Motion carried.*

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21 Meeting adjourned at 7:12 p.m.