



October 18, 2023 – 5:00 PM

<https://meet.google.com/iwi-guxi-unz>

## Governing Board Meeting Minutes

Otter Creek Cud Governing Board Representatives & Alternates:					
TOWN	REP NAME / ALT NAME	P/A	TOWN	REP NAME / ALT NAME	P/A
Benson	John Hill / Steve Murrill	A	Pittsford	David Atherton	A
Brandon	<b>Peter Werner</b> / Bill Moore	P	Poultney	<b>Mark Teetor</b> / Terry Williams	P
Castleton	Tim Munks	P	Rutland Town	<i>No Appointment Received</i>	
Chittenden	Andrew Quint	P	Rutland City	Alex Adams	P
Fair Haven	Tracy Richards	A	Shrewsbury	<b>Laura Black,Chair</b> / Alan Shelvey	P
Goshen	Tyler Davidson-Toman	P	Sudbury	Mike Small	P
Hubbardton	Chris Custer	P	Wells	Eleanor Jones, Secretary / Sharon Corey	A
Mendon	Larry Courcelle, Vice Chair	P	West Haven	<i>No Appointment Received</i>	
Pawlet	Jessica Van Oort	P	West Rutland	<i>No Appointment Received</i>	
Jackie Savela, OCCUD Treasurer - P					

Other attendees: None

1. Roll call, quorum confirmed. Welcome new representative Alex Adams (Rutland City).
2. Call to order at 5:04 pm, recording started. (Eleanor J. is absent today. Laura asked for a volunteer to take minutes. No one volunteered).
3. Approval of agenda- motion by Larry, second by Tim, Agenda approved.
4. Public input (limited to 5 minutes per presenter) – no public present.
5. Approval of previous meeting minutes – motion by Peter, second by Andrew, minutes approved as written.
6. Construction and Pre-Construction Grant updates (Chair). Pre-construction grant was signed on Monday (10-16). Construction grant – we are still in discussion with VCBB staff on how the addresses in Otelco territory that are already served will be identified. Laura Larry and CCI will be meeting with VCBB staff on Thursday (10-18). Contract draft is with CCI for their review.
7. Responses, comments from towns' selectboards/aldermen on the annual report presentation.
  - Jessica – put the report on Pawlet's Front Porch Forum. Lots of interest on the map.
  - Mike – Questions in Sudbury about fiber construction trucks in town; Mike informed them that they are not related to OCCUD.
  - Larry - has kept Mendon in the loop so no questions on the report.
  - Tyler – plans to do future presentations, and he is available for Goshen residents to contact him for more details. Received feedback that the website is hard to navigate, hard to find meeting minutes.
  - Tim – may post on Castleton's Front porch Forum.

We are only meeting virtually.

By Video <https://meet.google.com/iwi-guxi-unz>

By Phone: <tel:+1-417-685-1176> PIN:545521485



- Peter – Brandon selectboard meeting had a lot of residents present, all very interested. Peter plans to update Brandon at future meetings.
8. Information on broadband build plans in OTELCO territory. Laura updated the board on this subject to date – Otelco contacted VCBB and told them that Otelco has chosen the Enhanced A-CAM federal funds for building broadband in their territory. VCBB contacted Laura with this news. The Enhanced A-CAM required ILECs (providers) to provide 100/20 Mbps broadband service to their entire territory addresses by 2028. Otelco stated that they are employing a “fiber based network design.” Otelco also contacted CCI with this information. Laura confirmed with VCBB that Otelco’s funding and plans to build out broadband service does not effect our construction grant agreement. It could have bearing on future funding grants (BEAD) if OCCUD was applying for funds in the Otelco area.
    - Discussion included – What is a “fiber based network design?” – may not be symmetrical, may not be fiber to the premises. Is Otelco building fiber to every address? OCCUD has no guarantees of Otelco’s promise to build by any date, of service performance, of service pricing as we do under our contract and grant agreement with CCI. Note that potentially some OCCUD constituents in the Otelco territory may have two options of providers to buy broadband service from. Laura plans to contact Otelco with a list of questions to bring back to the OCCUD board. Tim and Tyler offered to join on the meeting.
  9. Planning sub-committees:
    - RFP for Exec Director. Laura asked for volunteers to join a search committee to move this forward. No one volunteered.
    - Update and changes to website. Laura asked for volunteers; Jessica volunteered as well as Chris. Laura will plan a meeting for next week.
  10. VCUDA update (VCUDA Rep)- VCUDA working on BEAD proposals; members worked over the last weekend to get letter/comments in by Sunday afternoon.
  11. VCBB update (Chair) – No updates as October VCBB board meeting was cancelled.
  12. Financials (Treasurer) – Review Warrant approved by Executive Committee on 10/11/23.
  13. Other Business –
    - Laura described that Front Porch Forum (FPF) reached out to ask if OCCUD would want to sign up to use for outreach to constituents as (some) other CUDs are doing. Some discussion that it is inexpensive and a simple communication means. Laura would like to consider FPF as we develop our outreach-communications.
    - Laura asked for executive session\* to discuss potential contractor. Motion by Chris, second by Alex. Went to executive session. Returned from executive session at 5:56pm, no motion was made during the session.
  14. Set Next Meeting – Nov 15. Laura reminds that the annual report invited member towns legislative bodies to attend the Nov 15<sup>th</sup> board meeting with responses to the report.
  15. Adjournment at 6:04.

\* Executive Session - due to finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage, per 1 V.S.A. § 313 (1) (A).