



February 11, 2026 – 5:00 PM

**Executive Committee Meeting MINUTES**

Video call link: <http://meet.google.com/dsx-okxj-foe>

OTTER CREEK CUD EXECUTIVE COMMITTEE MEMBERS			
Town	Name	Term Ends	Present/Absent
Shrewsbury	Laura Black, Chair	2026	P
Mendon	Larry Courcelle, Vice Chair	2026	P
Benson	Steve Murray	2026	A
Sudbury	Mike Small	2026	P
Brandon	Peter Werner	2026	P
Hubbardton	Chris Custer	2027	P
Castleton	Leslie Cadwell	2028	P
Treasurer: Anna-Maria Barucco (RRPC)		2026	A
Guests: Fallon Woods (Vantage Point Solutions ) P			

1. **Call to order, verify quorum.** Quorum met, Meeting called to order by Chair Black at 5:03
2. **Approval of agenda.** Motion by C. Custer, second by P. Warner. Agenda Approved.
3. **Approval of previous meeting minutes – 11.12.2025.** Motion by C. Custer, second by L. Courcelle. Minutes Approved as written.
4. Chair Black Introduced **new project manager at Vantage Point Solutions**, Fallon Woods who is replacing Caleb Boone. Fallon Woods expressed their hopes for a seamless transition and confirmed they are available for any questions or support needed.
5. **Financial Report.** Laura Black (Chair) presented the first financial report, noting that she is asking the OCCUD treasurer to provide a quarterly report. The pre-construction grant's funded amount, after the last amendment, is \$1,071,936.17. Laura Black (Chair) noted a small difference of \$0.64 between the state's finance portal and the treasurer's books regarding funds spent in 2025, but confirmed the actual available funds are \$1,255,296.10, with a bank balance of just over \$43,000 .00.
6. **Chair Report:**
  - a. **End of grant funds this year.** Grant funds (Pre-Construction) end on 09.30.26.
  - b. **Audit.** OCCUD will do a single federal audit for 2025. Same/similar price \$28,850. Will have engagement letter by next week for Gov Bd to approve me signing. Laura Black (Chair) confirmed that the committee will proceed with Batchelder Associates CPA for the 2025 audit, as they had previously accepted their RFP for both years 2024 and 2025. The OCCUD will need to conduct another single federal audit because their expenditures exceeded the \$750,000 threshold due to the Construction Grant agreement terms.
  - c. **SAR (Subrecipient Annual Report).** Fallon Woods will be submitting the SAR (online format). F. Woods mentioned needing clarity on the SARS report submission, which is due by the end of the week. Laura Black (Chair) and Fallon Woods agreed to schedule a call with Mary Kay Scaza from Rutland Regional Planning Commission to clarify the report details.



- d. **Operating Cost Reduction Strategies.** Laura Black (Chair) sought ideas for reducing operating costs, suggesting potentially reducing or eliminating Vantage Point services once major reporting is complete. Peter suggested letting the Seward accounting firm go, which Laura Black (Chair) confirmed is planned, with Rutland Regional handling finances on QuickBooks, saving \$695 a month. L. Black suggested and Chris Custer agreed with the suggestion to transition website hosting from RC Brayshaw to a local host charging about \$300 annually, significantly less than the current \$300 a month. Chris Custer raised the importance of ensuring the new host manages DNS and keeps the WordPress site updated for security. L Black described that the OCCUD must aim to reduce annual costs to under \$25,000. L. Black added that the OCCUD may reduce the number of occud.org email accounts to save costs.
  - e. **Added Tasks for Volunteers** – There was some discussion about tasks previously handled by Vantage Point, such as the monthly reimbursement (which will end in September) and the KPI report. Fallon Woods noted that Jose from VCBB indicated the KPI requirement might be changing to a quarterly review of limited data. Laura Black (Chair) considered looking for volunteers to be trained on submitting the KPI report via the VCBB website, and/or potentially coordinating with the other CUDS for reporting tasks.
  - f. **Issue of Gov Board Meeting quorums** – Laura Black (Chair) discussed the ongoing difficulty in achieving a quorum at Governing Board meetings, noting that alternates rarely attend. Peter emphasized the importance of representatives and alternates attendance to avoid wasting other volunteers' time, suggesting that representatives be held accountable for their agreed responsibilities. It was agreed that Chair Black would send an email stressing the responsibility to all Governing Board members.
  - g. **May Annual Meeting** - Need reappointments from all member district towns/city. Laura Black (Chair) sought a volunteer to handle the annual appointments or proposed hiring Rutland Regional Planning Commission (RRPC) for the task. Larry Courcelle confirmed that Karen Hill at RRPC deals with a similar, difficult process and might be willing to combine the RRPC commissioner appointment request with the Otter Creek representative request to towns. Laura Black (Chair) agreed to ask RRPC about this, despite a likely additional cost.
7. **Sustainability Committee report** - Chair Black and Larry Courcelle reported that the Sustainability Committee is focusing on finalizing a Memorandum of Agreement among the three CUDS and continuing efforts to reduce operating costs. A major discussion point is the future involvement and cost of VCUDA dues, currently \$10,000 annually, which the CUDS do not intend to continue paying at the current rate.
8. **CCI-Fidium and GoNetspeed(GNS) Quarterly reports.** Laura Black (Chair) reported on Consolidated's (CCI-Fidium) Net Promoter Scores (NPS), which were good throughout the year, except for Q3. Chair Black asked if a detailed report should be presented to the Governing Board. Larry Courcelle provided feedback that the governing board may not be interested in a very detailed presentation of the NPS. Chris Custer shared very positive personal experience with Go Net Speed's gigabit fiber service, noting consistent high speeds and no outages. Larry Courcelle recalled a conversation with Scott Brooks from Fidium Fiber who stated that the average household only needs 100 symmetrical megabits, a point Larry Courcelle noted seemed counter to upselling a gig. Chris Custer disagreed, arguing that 100 megabits is easily saturated in a household with multiple users, suggesting 300 megabits as a more realistic minimum. Laura Black (Chair) mentioned that VCBB has a contract with OOKLA for statewide reporting, possibly for speed testing, and offered to forward information to interested OCCUD



representatives about an introductory training meeting on March 18th to those interested. Chris Custer confirmed he already uses the free OOKLA speed testing tool.

9. **GNS Quarterly reports** – Chair Black said that GNS quarterly reports should be arriving more consistently in 2026.
10. **VCUDA report** – Chair Black reported that VCUDA held an information session on the issue of Companies of Last Resort (COLA) closing their copper lines and transitioning to fiber services, raising concerns about regulations and responsibility for E911 services. They noted that the FCC does not have established regulations for how companies should maintain E911 services during this transition. Furthermore, the Proposed Consumer Protection bill was pulled back and replaced with a new bill focusing on communicating with Vermont agencies and consumers about the shift from copper to fiber, specifically addressing battery backup and E911 services, with VT Rep. Sabilia being concerned about minimal notification requirements.
11. **VCBB report** - Laura Black (Chair) reported that the VCBB proposed a policy regarding the transfer of ownership and the situation where a CUD might dissolve. VCUDA recommended separating these two aspects into two different policies. Larry Courcelle mentioned that the Chittenden CUD had wanted to dissolve after completing their buildout, owning the asset but not handling installation, repair, or revenue collection, but the answer was no due to federal grant requirements.  
Agenda for 02.18.26 OCCUD Governing Board Meeting. L. Cadwell provided feedback that while receiving meeting materials in a single PDF was helpful, getting them the night before a meeting, especially at 9:00 PM, was not sufficient for review. Leslie suggested that a week in advance is best practice for board materials, but agreed that two days before the meeting should be the latest materials are distributed. Laura Black (Chair) acknowledged the feedback and agreed to try sending materials by Friday evening or Saturday morning to allow for weekend review. Laura Black (Chair) mentioned plans to prepare a quick presentation with visuals for the next week's meeting, possibly including graphics from partner provider reports. Laura Black (Chair) will include a request to the board to allow her to sign the letter of engagement for the single federal audit if the auditor does not have it ready by the next board meeting.
12. **Other Business.** None
13. **Next meeting - 5.13.26**
14. **Adjournment** – Adjourned at 6:00 pm.