

Southern Vermont Communications Union District

Draft Meeting Minutes

May 22, 2024

Town Name	Representative Name	Voting = V Present = P Absent = A	Alternate Name	Voting = V Present = P Absent = A	2 nd Alternate Name	Voting = V Present = P Absent = A
Arlington	Cynthia Browning	V	Jamie Paustian	A	Nick Zaiac	A
Bennington	Eric Hatch	V	Ron Dubreuil	A	Beth Hardesty	A
Dorset	Jim Salsgiver	V	Bob Meszaros	A		
Landgrove	Susan Lenox	V				
Londonderry	John Hankin	V				
Manchester	Terrence Dorsey	V				
Peru	Jon Mowry	V	Ben Foltz	A		
Pownal	Caitlin Randall	V	Karlan Eberhardt	P		
Rupert	Bill Meyer	V	Jed Rubin	A		
Sandgate	Sheila Kearns	V	Logan Weurslin	P		
Shaftsbury	Tim Scoggins	A	Michael Corey	V		
Sunderland	Andrew McKeever	V	Todd Lawrence	A		
Winhall	Lissa Stark	A				
Woodford	Arlene Bentley	V				

Also present: Callie Fishburn (BCRC)

1. Call to order
The chair called the meeting to order at 6:01 PM.
2. Roll call
Callie Fishburn called roll. A quorum of the board was present.
3. Conflict of interest
None
4. Additions to or deletions from the agenda [1 V.S.A. § 312]
None
5. Review and Approval of Minutes from April 24, 2024
*Motion to approve the minutes as presented by Jim Salsgiver, seconded by Bill Meyer.
Passed unanimously.*

6. Public comments

None

7. Announcements

None

8. Election of Officers

Bill Meyer nominated Terry Dorsey for the position of chair, seconded by Eric Hatch. Confirmed by unanimous vote.

Terry Dorsey nominated John Hankin for the position of vice chair, seconded by Eric Hatch. Confirmed by unanimous vote. Michael Corey thanked John Hankin for taking over the vice chair role.

Terry Dorsey nominated Sheila Kearns for the position of clerk, seconded by Eric Hatch. Confirmed by unanimous vote.

9. Review and Approval of MOU with Otter Creek and Lamoille CUDs

The board reviewed the draft memorandum of understanding with Otter Creek and Lamoille CUDs which was prepared by the CUD's legal counsel. Terry clarified the different timelines for Act 71 grant reporting requirements and the master services agreement with CCI that exist between the three CUDs. SoVT CUD is a few years ahead of the other two CUDs and does not have the same sustainability requirements as the other two, but may consider signing on to their sustainability requirements for convenience and consistency.

Motion to approve the MOU by Bill Meyer, seconded by Jim Salsgiver. Passed unanimously.

10. Chair Report

Phase 3: Terry has signed an engagement letter with Leslie Cadwell who will begin working on an RFP for service to Phase 3 addresses.

VCBB: Terry and Jonathan spoke to staff at VCBB about what funds are available to SoVT CUD for operations/Phase 3. There is some remaining construction grant money which may be available for Phase 3 costs. There are some remaining Preconstruction Grant funds which may also be available, but the CUD would need to submit a grant application with a reasonable budget. Funds would need to be contractually obligated by the end of 2026. Between the remaining construction and preconstruction grant funds, there is a *possible* pot of \$400K available to the CUD.

VCUDA: VCUDA submitted a filing to the CCI sale case that's being reviewed by the PUC. SoVT CUD was added as a contributor to that filing, however the CUD still has individual intervenor status and can file a letter of support for CCI at the appropriate time. Terry would like the board to discuss and potentially decide whether or not to continue membership in VCUDA at the next meeting. Bill said that the CUD should not leave VCUDA without a plan to replace its services. Eric requested that a VCUDA staff person come to a future meeting to discuss what the organization is doing for the CUDs with this type of business model.

Treasurer Update: Terry reached out to Lamoille and Otter Creek about how they handle their treasurer/bookkeeping, and they currently don't have a great solution. He is going to look into options for more professional bookkeeping.

11. Committee Updates

Audit/Finance: Jim has some contacts he can reach out to about bookkeeping. Getting a bookkeeper in place will be crucial to preparing for the annual and single audits. Having a separate bookkeeper and treasurer will probably be the best solution going forward.

Sustainability: The larger sustainability group with Otter Creek and Lamoille has decided to approach CCI about providing funding for the three CUDs operations. Bill stressed the need for the CUD to develop a clear budget. Sheila said that the working on the preconstruction grant application will require the CUD to develop a financial plan and long-term budget.

12. Other Business

Eric Hatch reported that he lost service twice in the past few days but that it was quickly resolved by CCI. Terry said that there are very few customer questions and complaints coming to the CUD.

Motion to adjourn by Jim Salsgiver, seconded by Bill Meyer. Passed unanimously.