



Executive Committee Meeting Minutes - Draft

Thursday, April 3, 2025

5:30 pm

Attendees:

Executive Committee Members: Nick Anzalone, Christa Shute, Mary Metcalf, Siobhan Perricone, Tom Fisher, Brian Machesney, Sally Vallat, Chuck Burt, Jeremy Matt, Ray Lanier.

Governing Board Members: Rudy Chase, Mike Gaiss, Richard Schiller,

Additional Staff: Kitty Ufford-Chase, Tonya Ozone, Danielle Sukkaew, Chris Fortuna

5:30 pm. The meeting started with a quorum.

Agenda Review - approved.

Approval of Draft Minutes for March 20, 2025

Motioned: Sally Vallat Seconded: Mary Metcalf	Passed with no objections Passed with objections Failed
Motion: to approve the March 20, 2025 Minutes	Passed with no objections

Public Comment: None.

Chuck Burt and Jeremy Matt entered at 5:33pm.

Workforce Development Updates

Discussion Summary: Christa went over the most recent hires of the organization that include filling the positions of GIS Specialist, Administrative Assistant and A/P Specialist, three Senior Inspectors and two Junior Inspectors including one with IT Support. We are still looking for Staff Accountant/Grants Manager, Construction Manager, Project Manager, Communications Manager, Admin/Executive Assistant and need help “beating the bushes” to get more candidates. Last week, Christa stopped by the broadband technician training of the cohort in Montpelier where many of the attendees have been employed and are starting to be employed by NEKCV.

Ray Lanier entered at 5:39pm.

Internal Gathering - Planning

Discussion Summary: Christa would like to have a gathering to celebrate our accomplishments and have all the newly hired staff and current staff get to know each other. She asked EC members to send what works for them to her in terms of availability for Friday mid-day, Friday late afternoon and Saturdays over the next month.

Grant Updates Including BEAD application, options, and strategy

Motioned: Chuck Burt Seconded: Mary Metcalf	Passed with no objections Passed with objections Failed
Motion: to go into Executive Session under the provisions of 1 VSA §313 with staff, and Board Members in order to discuss grant updates and BEAD strategy, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.	Passed with no objections

Executive session was entered at 5:44 pm and ended at 6:07pm. No action was taken.

MOU with Northwest Fiberworx

Motioned: Chuck Burt Seconded: Jeremy Matt	Passed with no objections Passed with objections Failed
Motion: to authorize the Executive Director to enter into a MOU with Northwest Fiberworx and to perform the actions necessary to carry out the terms of the MOU.	Passed with no objections

Partner Updates including NRTC & Wireless

Motioned: Jeremy Matt Seconded: Mary Metcalf	Passed with no objections Passed with objections Failed
Motion: to go into Executive Session under the provisions of 1 VSA §313 with staff, and Board Members in order to discuss partnership updates and contract negotiations, finding that premature disclosure could substantially disadvantage the CUD if it were to be made public at this time.	Passed with no objections

Executive session was entered at 6:10 pm and ended at 6:35pm. No action was taken.

Adjourn

Motioned: Jeremy Matt Seconded: Chuck Burt	Passed with no objections Passed with objections Failed
Motion: To adjourn at 6:35pm.	Passed with no objections

Drafted by Kitty Ufford-Chase