

Lancaster County Broadband Authority



Minutes of Meeting

October 5, 2018 9:30 a.m.

County Administration Building

1. Call to Order & Approval of Minutes: The regular meeting of the Lancaster County Broadband Authority convened at 9:30 a.m. in the Public Meeting Room of the County Administration Building. Cassie Thompson, Gary Silverman, Margie Armen, David Pere and Kevin Bean were present along with Bob Westbrook and Chris Henley, a member of the Middlesex County Broadband Authority. Minutes of the September 27 meeting were approved as corrected.

2. Old Business:

A. Status Reports

Policy/Legal -- Margie reported that the Virginia State Corporation Commission has not yet approved our Articles of Incorporation, but she will keep checking. She also sent out an outline to use in drafting By Laws.

Outreach -- Cassie reported she has spoken to Tom Richardson at Chesapeake Bank. He provided a handout (attached) that details the requirements for opening a corporate account. We will pursue this when we have all the documents in place. She also reported that we would be looking to make a grant request to the EDA in early November.

Finance – Gary reminded everyone that the deadline for VATI applications is December 18. If we are going to make a request, time is of the essence. Also the new cycle for CDBG planning grants will open in January.

Survey – It is not clear at this time when the CIT survey will be ready. Hopefully, it will be soon, but there are no guarantees. Obviously, it will not be October 1.

B. Eagle Landing

As requested at the last meeting, David brought a detailed analysis of the Eagle Landing proposal. The principal benefits are 1) it could be a quick “win” for us and a strong indicator of future success; 2) it would serve 199 homes, constituting 3.6% of the 5500 total homes in the county and (assuming that 50% of homes already have service) 7.9% of the unserved homes; 3) it capitalizes on the current availability of VATI funding; and 4) would afford us the opportunity to learn the application and funding process. The principal risks are 1) the proposal from Eagle Landing homeowners is spontaneous and bypasses a systematic planning and design process and

also diverts time and attention when we are in the process of starting up; 2) working on this proposal could lock us in to a pattern of dealing with ABb and constrain the County's negotiating position on the County-wide renewal; 3) moving forward would require us to provide considerable in-kind assistance and support, including if selected, grant and fund management; and 4) if this project were selected, it would likely disqualify us from receiving another grant in the following VATI grant cycle (and potentially displace another project that would emerge from our analysis and planning work).

Before we can take any final action, we need to know whether the Eagle Landing HOA and ABb are firmly committed to proceed. As of this time, we don't know either. Margie explained that because we are advising the Board of Supervisors about the whole-County ABb contract, it would be inappropriate at this time for us to advocate for or intervene on behalf of any specific group of residents. Therefore, Eagle Landing will have to carry the ball with ABb. Given the time-sensitive nature of this decision, it was agreed that we would 1) ask Eagle Landing to give us a final yes or no answer by COB Thursday 10/11 and 2) if their answer is yes, ask Eagle Landing to contact ABb to get their yes or no answer no later than COB Thursday 10/18 on contributing 20% to the expanded project.

3. Pending Actions and Tasks:

Policy/Legal -- Margie will continue to follow up on the Articles of Incorporation and By Laws.

Eagle Landing -- Dave will follow up with Chuck Rusinak of Eagle Landing.

4. Schedule Next Meeting(s) and Adjourn. Kevin asked whether we could change our meeting schedule to every other week. It was agreed that we will meet on October 12 and October 19. After that, we will try a two-week schedule. The next meeting will be at the regular place and time: the public meeting room at 9:30 on October 12. The meeting adjourned at 11:25 a.m.

Respectfully submitted,



Margie Armen,
Secretary