

# Lancaster County Broadband Authority



## Minutes of Meeting

September 7, 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 conference room behind the public meeting room. Cassie Thompson, Gary Silverman, Margie Armen and David Pere were present along with guests Wally Dawson and Jon Dixon of Eagle Landing and Sharon Thompson. At Cassie's request, minutes of the August 31 meeting will be approved by email.

#### **2. Old Business:**

##### A. Status Reports

Policy/Legal -- Margie reported that Jim Cornwell will file our Articles of Incorporation as soon as he gets a certified copy of the resolution from Don Gill. She also reported that our meeting notices should start to appear in the Rappahannock Record next week. Margie also invited input on her draft of comments to submit to the Rural Utilities Service in response to its Federal Register Notice concerning the e-Connectivity Pilot Program. She will submit the comments electronically on Sunday evening (they are due Monday).

Finance – Gary now has the Northern Neck Planning District Commission's original 2008 and 2009 grant submissions from Jerry Davis. He still doesn't have the debrief, but he did get the design document originally prepared by Icon. They are on the Google drive. With an eye to creating a budget, Gary also circulated a basic outline for costing our financial services needs. Cassie also wants to talk with Tom Richardson at Chesapeake Bank about this.

##### B. Planning Grants

Regarding VATI and CDBG planning grants, Gary is still trying to get a hold of Tamarah Holmes, Virginia Department of Housing and Community Development, (VDHCD) Associate Director of Community Development Policy or her assistant, Michael Allen. David referred to the discussions with Jean Plymale of CIT. VATI is a state program, but the planning grants are administered by VDHCD using Federal funds from the Community Development Block Grant program. We again discussed the trade-off between the extra time, it would take to comply with the requirements of a CDBG planning grant and the potential benefit of being able to show that we have done top notch planning. There is also the possibility that our survey may be delayed anyway, because of changes at CIT. Gary reported that the last opportunity to apply for 2018 grant funds has a Sept. 15 deadline. Next year's funds will be available after October 1, but

2019 grants will probably not be awarded until January 2019. Cassie asked that we get a schedule and statement of the process so we can make a more informed decision about whether to apply.

### C. Survey

The survey is a significant part of the activity that would be funded by a VCDBG telecommunications planning grant. Methods of distributing the survey were discussed, specifically email versus postal service. Email would save postage but cause more problems distinguishing between responses if the same person were to respond both on line and by mail. Additionally someone would have to input the email address data – very time consuming and potentially missing people whose addresses have changed.

### D. Follow up on Eagle Landing

Wally reported that the Eagle Landing homeowners would most likely support “Option 3” as presented on the handout from the 8/24 meeting. Option 3 breaks out as follows: approximately 17 miles of cable laid to reach 199 homes. Total project cost of \$595,350.00 (assumes \$35,000 per mile of cable). 26 Eagle Landing homeowners would contribute 1,000.00 each and the remaining 569,000 would be divided 75/25 between VATI (\$446,510.00) and Atlantic Broadband (\$122,840.00). These are preliminary numbers and the final project cost needs to come from ABB. Owners of the 72 unbuilt lots in the Eagle Landing would not make any contribution, nor would homeowners outside the Eagle Landing development. Likewise, the County would not make any financial contribution, but would file the application and give up the opportunity for another grant to fund a project of that represents our priorities in 2019/20. The Eagle Landing Homeowners Association would have to officially approve the project and it’s not known when that might happen, and it is not known whether Atlantic Broadband would be willing to participate on those terms. We will let the Eagle Landing HOA vote and then decide on next steps. All negotiations and approval from all parties should be completed by end of October to allow for putting all of the pieces of the proposal together for the VATI December 2018 submission date.

### **3. New Business:**

Wally Dawson offered some helpful comments about the “open access” requirements for federal grant support. He pointed out that ABB or indeed any CATV operator would be willing to allow open access if the price was right. He also pointed out that our business model will be of paramount importance when it comes to issuing revenue bonds. He said – and is entirely correct – that if we do not plan to provide the state of the art infrastructure we will not be able to sell revenue bonds because the technology is moving so fast that no one will want to invest in soon-to-be-obsolete installations.

#### **4. Pending Actions and Tasks:**

Policy/Legal -- Margie will continue to follow up on the tax mailing list. She will also file comments on the Rural Utilities Service Request for Comments on the e-Connectivity Pilot Program.

Outreach -- Cassie has a speaking engagement lined up with the Chamber of Commerce. David is connecting with the Northern Neck Technical Council, of which he is a member. Sharon suggested using Parent's Night as part of our community outreach efforts. Gary wants to be sure that Moratico residents understand that there is no overlap between our current efforts and work they already have underway.

Dave will send a note to Chuck Kirby to follow up on the conversation with Jean Plymale, and to confirm the status with CIT.

Margie is continuing to gather information for the budget. All members need to be documenting their probable expenses, including information on out-of-pocket expenses we should request reimbursement for.

**5. Schedule Next Meeting(s) and Adjourn.** The next meeting will be at the regular place and time: the public meeting room at 9:30 on September 14. The meeting adjourned at 11:30 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Margie Armen". The signature is written in a cursive, flowing style.

Margie Armen,  
Secretary