



## Lancaster County Broadband Authority

### Minutes of Board Meeting

April 3, 2019

**1. Call to Order & Approval of Minutes:** The meeting of the Lancaster County Broadband Authority convened at 4:30 p.m. in the public meeting room at the County Administration Building. Cassie Thompson, David Pere and Kevin Bean were present along with Supervisor Bob Westbrook. Tom Saunders, former Kilmarnock Town Manager, and Les Spivey, Kilmarnock Town Council, attended as guests. Minutes of the prior meeting were approved as presented.

#### **2. Discussions:**

- A. At the Board of Supervisors meeting on March 28, the Board agreed to a motion proposed by Bob Westbrook to designate the Authority as the Board's agent for obtaining and developing information from Atlantic Broadband. Cassie will connect with Don Gill about notifying Atlantic Broadband of this fact. Don is on vacation this week. Before leaving, however, he delivered the EDA check to Cassie.
- B. Cassie suggested that the members need to meet to discuss our budget submission and plan for our presentation to the Board of Supervisors. She will schedule a special meeting on the 9<sup>th</sup> or 10<sup>th</sup> to discuss our plans.
- C. David reported that he intends to follow up with Don Kierson about volunteering to work on the survey.
- D. Cassie pointed out the need to designate an Authority member to take the lead on the survey. She also reported that Jessica Bell from the Rapp Record is looking into the cost of publishing the survey in the paper. Hopefully they will give us the "nonprofit rate." Cassie also noted that this would be a good time to write a short "script" to respond to inquiries from the community.
- E. David reported that he and Margie have a phone call on the 8<sup>th</sup> with Matt Ames, the attorney whom David met at the VATOA meeting last year.
- F. The group discussed the RFP process, so that everyone would be on the same page. The concept is to try to attract grant money and/or partners to provide financial support for the build out.

G. Tom Saunders indicated that the Town of Kilmarnock likely does do not qualify for grants which require that the applying area's speed to be less than 10/1. Service within the town limits is higher than that and this represents the majority of residents who live in the town or in built up areas near the town. Nevertheless, they want to remain in contact with the Authority and appreciate that the Authority represents all residents of Lancaster County.

**3. Action Items:**

- A. Kevin Bean will send his notes of the meeting to Margie Armen for formatting as minutes.
- B. Bob and Kevin will follow up with the Middlesex Broadband Authority on matters raised at the March 20 meeting.
- C. Gary Silverman will prepare a draft response to Atlantic Broadband concerning gaps in the information it has provided.
- D. Margie Armen will provide a draft of letters to go to other Authorities.
- E. Other action items are as noted above.

**4. Schedule Next Meeting(s) and Adjourn.** The next regular meeting will be held at 4:30 p.m. April 17, 2019, in the public meeting room.

Respectfully submitted,



Secretary