



Lancaster County Broadband Authority
Minutes of Board Meeting
June 16, 2021

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1. Call to Order: Cassie Thompson called the meeting to order at 4:38 p.m. in the Board/Commission meeting room of the County Administration Building. Cassie Thompson, Cherie Kiser, Michele Craddock, and Dr. Gary Silverman were present. Nicholas Pascaretti attended by video conference. Don Gill attended as a guest.

2. Public Comment: Cassie Thompson invited the public to make comments.

- Charles Rusinak stated that he and the other Citizens of Lancaster County who have been attending the LCBA meetings regularly stated they appreciate the work the LCBA is doing and thanked the LCBA for its work.

The directors thanked Mr. Rusinak for his kind comment.

3. Approval of Minutes: Michele Craddock provided copies of the June 2, 2021 draft meeting minutes to the directors and suggested postponing the approval of the minutes until the next meeting. In the meantime, the directors will provide suggested revisions to Michele Craddock.

4. Discussions:

- a. Cassie Thompson led a discussion regarding whether the LCBA should hold one meeting a month rather than two meetings a month. Cherie Kiser noted the reduction in meetings would not mean the directors would work less but it would provide the directors with additional time to review reports and other information necessary to make decisions at the meetings. Cassie Thompson noted the LCBA may notice and hold special meetings, as necessary. Dr. Gary Silverman made a motion to schedule regular meetings on the second Wednesday of each month at 4:30 beginning July 14, 2021. Cherie Kiser seconded the motion. All directors present (Cassie Thompson, Cherie Kiser, Michele Craddock, and Dr. Gary Silverman) voted unanimously (4-0) in favor of the motion. Kevin Bean did not vote because he was absent.
- b. Cassie Thompson led a discussion on the LCBA's communications with the public. Cassie Thompson reported that she had separate discussions with APB and ABB regarding issuing press releases for their respective projects. She will continue those discussions. Cherie Kiser stated that she added information regarding the LCBA's projects to the LCBA website in response to a citizens request. She also noted that

APB's application with the FCC is a public document and it contains a great deal of information regarding its project.

- c. Nicholas Pascaretti reported on the status of the APB/Dominion project. APB is currently conducting a survey to determine which residences are "unserved" based on LCBA's information in conjunction with the State and Federal parameters.
- d. Nicholas Pascaretti and Cassie Thompson reported on the status of the VATI grant project. They and representatives from Atlantic Broadband, and Caroline, Lancaster, Mathews, and Middlesex counties (the "Regional Team") are working on the project management plan which is due to the Virginia Department of Housing and Community Development ("DHCD") on July 14, 2021. After the submission, DHCD will provide a draft contract for the project to the Regional Team for its consideration. Cassie Thompson reported that ABB believes it will meet the eighteen-month project completion goal (subject to unforeseen delays), which means the project could potentially be completed by the end of 2022.
- e. Dr. Gary Silverman presented a PowerPoint slide containing information on various mapping software programs and asked the directors to approve the purchase of one of the programs (at the cost of up to \$5,000 per year). The other directors present asked Dr. Gary Silverman and Nicholas Pascaretti to provide further information regarding the need for such software.

4. Schedule next meeting and adjourned: Michele Craddock made a motion to adjourn the meeting Cassie Thompson seconded the motion. All members present voted in favor of the motion. The meeting adjourned at 5:28 p.m. The next regular meeting will be held on July 14, 2021 at 4:30 p.m.

Respectfully submitted,



Secretary