



Lancaster County Broadband Authority
Minutes of Board Meeting
September 8, 2021

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1. Call to Order: Cassie Thompson called the meeting to order at 4:30 p.m. in the Board/Commission meeting room of the County Administration Building. Cassie Thompson, Dr. Gary Silverman, Michele Craddock and Kevin Bean were present. Cherie Kiser and Nicholas Pascaretti attended by video conference. Don Gill attended as a guest.

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

Chuck Rusinak presented the LCBA with the same list of items/questions he presented last week and requested certain information be posted on the LCBA website. The LCBA noted it cannot post all of the requested information because some of the information is proprietary to the companies that are participating in the projects, some information involves private information regarding the addresses of other citizens of Lancaster County, and some information is not yet available.

The directors addressed certain items/questions, many of which were agenda items and are discussed below.

3. Approval of Minutes: Michele Craddock made a motion to approve the minutes of the August 11, 2021 meeting, subject to the correction of a date. Cassie Thompson seconded the motion. All directors physically present voted in favor of the motion by a vote of 4-0 (Cherie Kiser abstained):

- Dr. Gary Silverman – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Cassie Thompson – voted in favor of the motion.
- Michele Craddock - voted in favor of the motion.

4. Discussions:

- a. Cassie Thompson and Nicholas Pascaretti reported on the status of the VATI grant project. The LCBA, Atlantic Broadband (“ABB”), Caroline, Lancaster, Mathews, and Middlesex counties (the “Regional Team”) submitted its first report to the Virginia Department of Housing and Community Development (“DHCD”) on September 14, 2021. The team is meeting monthly, and the project is proceeding as scheduled. ABB is

working on preconstruction and is planning to build out more fiber than originally anticipated, which is good news.

- b. Nicholas Pascaretti reported on the status of the APB/Dominion project. APB has completed the field review regarding served and unserved parcels. The next step will be drafting field notes for design and construction.
- c. Nicholas Pascaretti provided an update on BTS's work on the CARES Act wireless project. He reported that BTS has completed 70 installations.
- d. Nicholas Pascaretti reported the LCBA continues to monitor the service quality and usage of the Smart poles. While most of the Smart poles have been operational and functional, there have been operational issues with some of the poles and two are currently not operating.
- e. **Closed Session:** At 5:00 p.m., we entered a closed session pursuant to Virginia Code Section 2.2-3711(A) 29, discussion of public contracts. The specific matters discussed were limited to the discussion of public contracts. The closed meeting concluded at 6:10 p.m. Each member certified that the matters specified above were the only matters discussed.
- f. Michele Craddock made a motion to accept BTS' proposal to pay the monthly revenue sharing fee relating to the project. Kevin Bean seconded the motion.

4. Schedule next meeting and adjourned: Michele Craddock made a motion to adjourn the meeting. Cassie Thompson seconded the motion. All directors physically present voted in favor of the motion by a vote of 4-0 (Chérie Kiser abstained):

- Dr. Gary Silverman – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Cassie Thompson – voted in favor of the motion.
- Michele Craddock - voted in favor of the motion.

The meeting adjourned at 6:15. The next regular meeting will be held on October 13, 2021 at 4:30 p.m.

Respectfully submitted,



Secretary