



Lancaster County Broadband Authority  
Minutes of Board Meeting  
January 12, 2023  
5:00 p.m.  
8311 Mary Ball Road, Lancaster, VA 22503

**January 12, 2023**

**1. Call to Order:** Cassie Thompson called the meeting to order at 5:00 p.m. in the Board/Commission meeting room of the County Administration Building. Cassie Thompson, Kevin Bean, Chérie Kiser, and Michele Craddock were present. Nicholas Pascaretti attended by video conference.

**2. Public Comment:** Cassie Thompson invited the public to make comments. Ed Freitas, by video conference, asked for an update on the APB project, which was provided at the meeting.

**3. Approval of Minutes:** Cassie Thompson made a motion to approve the minutes of the November 10, 2022 meeting. Chérie Kiser seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Cassie Thompson – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

**4. Discussions:**

- a. Nicholas Pascaretti provided an update on the APB/Dominion project status. The project is on schedule. APB will begin construction at the end of this quarter or the beginning of next quarter when Dominion completes the construction of the middle mile. APB stated the project may be completed ahead of schedule due to the significant progress Dominion is making on the construction of the middle mile.
- b. Nicholas Pascaretti provided an update on the regional VATI grant project between the LCBA, Breezeline, Caroline, Lancaster, Mathews, and Middlesex counties.

Breezeline has nearly completed its project in Lancaster County. Most areas will be released by Breezeline's Technical Operations group (to verify and confirm that the network meets their design criteria) in the upcoming few weeks. Then all locations in the project area will be available for service.

- c. Nicholas Pascaretti provided an update on BTS's Fixed wireless deployment related to the County's CARES Act project. BTS has enrolled 275 subscribers and the service is working well.
- d. The directors discussed whether to hold the LCBA's regular meetings every other month rather than monthly. Chérie Kiser made a motion to hold the meetings every other month beginning in April (after the annual meeting in February). Kevin Bean seconded the motion. The directors voted in favor of the motion by a vote of 4-0:
  - Chérie Kiser – voted in favor of the motion.
  - Cassie Thompson – voted in favor of the motion.
  - Kevin Bean – voted in favor of the motion.
  - Michele Craddock – voted in favor of the motion.
- e. The directors discussed the draft budget prepared by Nicholas Pascaretti. Kevin Bean will revise the draft accordingly.
- f. **Closed Session:** At 5:30 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 5:50 p.m. Each director certified that the matters specified above were the only matters discussed.

**5. Schedule the next meeting and adjourn:** Kevin Bean made a motion to adjourn the meeting. Chérie Kiser seconded the motion. The directors voted in favor of the motion by a vote of 4-0:

- Chérie Kiser – voted in favor of the motion.
- Cassie Thompson – voted in favor of the motion.
- Kevin Bean – voted in favor of the motion.
- Michele Craddock – voted in favor of the motion.

The meeting was adjourned at 6:15 p.m. The next regular meeting will be held on Thursday February 9, 2023 at 5:00 p.m. in the Board/Commission meeting room of the County Administration Building.

Respectfully submitted,



Secretary