



Lancaster County Broadband Authority
Minutes of Board Meeting
March 3, 2021

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1. Call to Order: Cassie Thompson called the meeting to order at 4:30 p.m. in the conference room of the County Administration Building. Cassie Thompson, Kevin Bean, Cherie Kiser, Dr. Gary Silverman, Michele Craddock, and Dr. Robert Westbrook were present. Don Gill, Mark McKercher, Charlotte Silverman, and Joe Syslo, a member of the Mathews County Broadband Advisory Board, attended as guests.

2. Approval of Minutes: Minutes of the February 17, 2021 meeting were approved, with modifications suggested earlier by email, by a unanimous vote of the members.

3. Discussions:

- a. Cassie Thompson reported that on-line FOIA training may be available, and she will confirm that. Otherwise, she will schedule in person FOIA training for new members of the Authority.
- b. Cassie Thompson reported that the bank account with Chesapeake Bank requires two signatures. All the members should arrange to sign signature cards at Chesapeake Bank.
- c. Michele Craddock reviewed the revised draft Amended and Restated Bylaws. The members discussed the voting provisions in sections 2.6, 2.7, and 11.1. The members thought the majority voting requirements were appropriate. Michele Craddock will prepare a final draft of the Amended and Restated Bylaws for the members to consider at the March 17, 2021 meeting.
- d. Dr. Gary Silverman presented slides with maps he prepared of the Lancaster Underserved Areas by Improvement Value. Dr. Silverman identified areas which could constitute add on projects costing approximately \$1 million per project. The members discussed what areas/discrete projects that were excluded from the scope of ReConnect, which the Authority could approach the Dupont Foundation for possible funding. Dr. Silverman reviewed the telecommunications assets in the County. He presented slides that illustrated the five substations and the five telecommunications towers in the County. Don Gill stated that the County paid for the erection of the 911 tower, which is on private land, and the Authority should be able to gain access to the tower. Dr. Silverman and Kevin Bean explained that the towers/wireless solutions could serve as a gap-stop until a fiber network is deployed.

- e. Dr. Silverman presented a slide with his recommendations for marketing and educating residents on the need for broadband. Cassie Thompson noted the Authority expects to receive a decision on the ReConnect grant application by March 17th and we should wait to make any public statement until then. The members discussed the possibility of hiring a marketing/communications firm and the financial constraints of doing so. The members agreed that it was appropriate to begin planning and discussed avenues of communicating with the public. Cherie Kiser stated that Kilmarnock's promotion of the Smart Poles project on Facebook was effective. Kevin Bean noted that Facebook is an effective way to communicate with people in the community. The members discussed forming a communications committee and to engage professionals to participate. Cherie Kiser made a motion to establish a committee dedicated to external communications for broadband and the Authorities work towards establishing affordable broadband in the County with Michele Craddock heading the committee. Michele seconded the motion. The motion passed by a unanimous vote.
- f. **Closed Session:** At 5:30 p.m., we entered a closed session under VA Code Section 2.2-3711 (A)(6), (29), and (33) to discuss contractual matters. The closed meeting concluded at 6:40 p.m., and each member certified that only contractual matters were discussed.
- g. Dr. Gary Silverman provided information relating the proposed solar facility in Nuttsville. Dominion Energy will eventually own the facility. Dr. Silverman had a discussion with the developer, Craig Adair, senior development manager with Open Roads Renewable, who stated the company may proffer money to pay for broadband in Nuttsville. Don Gill explained that the Board of Supervisors decision to adopt the solar ordinance effective July 1, 2021 will allow utility scale solar facilities. Each facility will require a special exception. The solar companies may enter into siting agreements with the County and proffer money to the County to pay for projects in its capital improvement budget. The County is interested in input from the Authority on proffers for broadband projects. The members discussed the location of potential projects.

4. Schedule next meeting and Recess: The meeting recessed to the call of the Chair at 7:00 p.m. The next regular meeting will be held on March 17th at 4:30 p.m.

Respectfully submitted,



Secretary