

## MINUTES

### Regular Meeting of the Board of Directors of the Eastern Shore of Virginia Broadband Authority

March 16, 2017

Board members in attendance were: John Andrzejewski, Pete Lalor, John Reiter, Mike Mason, and Elaine Meil.

ESVBA management participating in the meeting who were in attendance: Nicholas Pascaretti and Leah Hoopes (Secretary)

Members of the public attending were:  
Glen Salmon, Pat Coady, Bill Parr, Mike Zodun, John Read

Elaine Meil called the meeting to order at 2:01 pm.

#### **AGENDA ADOPTION**

*Mr. Andrzejewski moved to approve the Agenda. Mr. Reiter seconded. Motion passed unopposed.*

#### **CLOSED SESSION**

Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended; ) Paragraph 7: Consultation with legal counsel and briefings by staff members, consultants, or attorneys pertaining to actual or probably litigation, and consultation with legal counsel employed or retained by the Authority regarding specific legal matters requiring the provision of legal advice by counsel, made by Mr. Reiter, seconded by Mr. Andrzejewski. The following board members were present Mr. Mason, Mr. Lalor, Mr. Reiter, Ms. Meil and Mr. Andrzejewski and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Mr. Reiter, seconded by Mr. Lalor that the Board had entered the closed session for that purpose as set out in Paragraph 7 of Section 2.2-3711 of the Code of Virginia of 1950, as amended. Roll call vote taken Vote was that no other business discussed than as advised in Paragraph 7. The following board

members were present Mr. Andrzejewski, Mr. Reiter, Ms. Meil, and Mr. Lalor, and Mr. Mason and voted affirmative.

### **PUBLIC COMMENT**

Glen Salmon spoke briefly about the job opportunities that are being missed due to limited internet access on the shore.

Pat Coady congratulated the staff of ESVBA on continuing excellent service performance. Mr. Coady's spoke about many issues he's had since his ISP switched from ESVBAs services to an alternate service provider. Also, Mr. Coady acknowledged the recent network expansion projects and encourages the ESVBA to build on the success and expand the network out as far and as fast as possible.

### **REVIEW OF MINUTES**

*Mr. Reiter motioned to amend the minutes to correct spelling and add Mike Mason to the members of the public.*

*Mr. Andrzejewski seconded. Mr. Mason abstained. Motion passed.*

### **STATUS REPORT**

1. Bloxom Tower Construction- Mr. Pascaretti provided an update stating that service providers have installed antennas and are beginning to provide service.
2. Harborton Fiber to the Home- Mr. Pascaretti stated that 9 customers have signed contracts and 5 of them are in service.
3. Town Broadband Initiative Program (BIP)- No new updates.
4. WiFi Hotspots- Mr. Pascaretti gave an update that 10 hotspots are in service.
5. Service Level Metrics-
6. WISP EVPL Program- Mr. Pascaretti informed the board that 20 sites are in service and bandwidth upgrades continue.

### **NEW BUSINESS.**

- a. **BB&T Banking Resolution-** *“RESOLVED, that BB&T is hereby designated as a depository institution in which the funds of this Entity may, subject to the rules of BB&T, be deposited by any of its officers, agents or employees ; and that any such officer, agent or employee is hereby authorized on behalf of the Entity and in its name to endorse for deposit, whether in demand or time accounts, or for negotiation or collection, any and all checks, drafts,*

*certificates of deposit or any other payment instrument payable to the Entity, which endorsement may be in writing, by stamp or otherwise, with or without signature of the person so endorsing, it being understood that on such items all prior endorsements are guaranteed by the Entity, irrespective of the lack of a guarantee by the Entity, Motion made by Mr. Lalor. Mr. Andrzejewski seconded. Motion passed unopposed.*

- b. Vaucluse Shore Request for Service-** John Read informed the BOD that about 100 of the 144 houses in Vaucluse are occupied year round with very limited internet access. Mr. Read asked for a cost estimate for distribution of network that could potentially connect all the houses in Vaucluse.

*Mr. Reiter motioned to ask the ESVBA to come up with a cost estimate for getting Broadband to the houses in Vaucluse. Mr. Lalor seconded. Motion passed unopposed.*

- c. Residential Service Area Expansion Metrics-** Mr. Bridgham presented a list of potential areas on the shore that already have existing fiber but have limited internet access.

*Mr. Lalor moved to approve Residential Service Area Expansion Metrics. Mr. Andrzejewski seconded.*

*After some discussion, Mr. Lalor motioned to also move forward with test areas 2 and 3 with the money left over from the Eastville project budget and unexpended funds from capital expansion. Mr. Reiter seconded. AYE:3 NAY:2 Motion passes.*

## **Treasurer's Report-**

### **OLD Business**

- a. CTC Rate Study-** Mr. Pascaretti stated that they're meeting with CTC on the 29<sup>th</sup> and will give an update.
- b. Network Extension Requests-** Mr. Reiter made a motion that, *"ESVBA is accepting Network Extension Requests from ISPs. Request forms are attached and should be submitted no later than May 4, 2017. ESVBA will construct approved extensions at no cost to the ISP. The ISP in return, will commit to paying ESVBA a minimum monthly revenue for 60 months. Requests will be evaluated in rank based upon the following, ESVBA capital expenditure, less ISP committed monthly revenue, divided by total number of customers and equity between the counties. ESVBA reserves the right to reject any and all requests. After some discussion, Mr. Mason seconded. Motion passed unopposed.*

**CLOSED SESSION**

Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended; ) Paragraph 1: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, made by Mr. Lalor, seconded by Mr. Reiter. The following board members were present Mr. Lalor, Mr. Reiter, Ms. Meil, Mr. Mason, and Mr. Andrzejewski and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Mr. Reiter, seconded by Mr. Lalor that the Board had entered the closed session for that purpose as set out in Paragraph 1 of Section 2.2-3711 of the Code of Virginia of 1950, as amended. Roll call vote taken Vote was that no other business discussed than as advised in Paragraph 7 and 34. The following board members were present Ms. Andrzejewski, Mr. Reiter, Ms. Meil, Mr. Mason, and Mr. Lalor and voted affirmative.

**MOTION**

*Mr. Reiter motioned to award the Executive Director a bonus in the amount as discussed by the BOD. Mr. Lalor seconded. Motion passed unopposed.*

**Board Comment**

Mr. Andrzejewski asked Mr. Pascaretti to reach out to Eric Collins with Charter. Mr. Lalor thanked Nick Pascaretti and Pat Coady for constructing a well run and efficient business that justifies the investment the state made.

**ADJOURNMENT**

*The meeting was adjourned at 3:43pm.*

These minutes were approved at the May 18, 2017 meeting of the Board of Directors of ESVBA.

Haira KUMai  
Presiding Officer

Copy teste:

L Hoopes  
Leah Hoopes, Secretary