

## MINUTES

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

November 16, 2017

Board members in attendance were: Pete Lalor, Elaine Meil, Mike Mason, and Charles Kolakowski.

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

Members of the public attending were:  
Alex Vargas, Charles Knitter,

Elaine Meil called the meeting to order at 2:00 pm.

#### **AGENDA ADOPTION**

*Mr. Kolakowski motioned to amend the agenda to allow DNG to attend the first Closed Session. Mr. Lalor 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 34: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ 15.2-5431.1 et seq.) of confidential proprietary records and trade secrets excluded from this chapter pursuant to subdivision 19 of § 2.2-3705.6 made by Mr. Mason, seconded by Mr. Lalor. The following board members were present Mr. Lalor, Ms. Meil, Mr. Kolakowski, and Mr. Mason and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Mr. Lalor, seconded by Mr. Kolakowski that the Board had entered the closed session for that purpose as set out in Paragraph 34 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 34. The following board members were present Mr. Lalor, Ms. Meil, Mr. Kolakowski, and Mr. Mason and voted affirmative.

### **PUBLIC COMMENT**

Paul Watson- Mr. Watson lives in Eastville and is looking for broadband service for himself and his neighbors near Willow Oak.

Charles Knitter- Mr. Knitter uses a national carrier with 4G speed and unlimited data for \$30 a month. He commented that hardwire services are going out the door and all the telecoms are pushing for IP based services and VOIP. He also commented that 1/3 of the population of Northampton and Accomack County is below poverty level and probably won't be able to afford ESVBA's rates.

Alan Vose- Mr. Vose currently has Neubeam and is not happy with the signal. He also stated that he was paying less for phone and internet from Cox.

Alex Vargas- Mr. Vargas suggests that the Broadband aggressively build out to FTTH areas. He recommends the board create a long driveway policy for residents that are within 500 ft from the fiber.

### **REVIEW OF MINUTES**

*Mr. Lalor motioned to approve the Regular Meeting Minutes from September and the Special Meeting Minutes from November. Mr. Mason seconded. Motion passed.*

### **STATUS REPORT**

1. Town Broadband Initiative Program (BIP)- Mr. Bridgham reported that many of the BIPs will end this year. Bloxom is operational and expires in October 2018.
2. WiFi Hotspots- Mr. Bridgham gave an update that there are currently 11 hotspots in service and Northampton County has recently requested more WiFi hotspots. Mr. Bridgham provided reports on usage to the board members.
3. Service Level Metrics- 11/5 Hallwood had an outage due to damaged cable from birdshot.
4. Harborton Fiber to the Home- 19 customers in service and 3 others are awaiting installation.
5. Bobtown/Pungoteague/Painter Fiber to the Home- 7 customers in service and 1 other awaiting installation.
6. Church Neck Fiber to the Home- 5 customers in service and 1

customer awaiting installation.

7. WISP EVPL Program- Mr. Bridgham informed the BOD that 29 sites are in service and bandwidth upgrades continue.
8. CBBT Fiber Cable Relocation- Mr. Bridgham stated that the cable on island 2 has been relocated to its new permanent route. Work is tentatively scheduled for the evening of 12/5 to relocate the ESVBA cable on island 1.

Mr. Kolakowski asked if there were any studies or surveys done prior to the deployment of FTTH. Mr. Bridgham stated that there were no studies done but there was a lot of feedback from the public at the board meetings. He also informed the board that door hangers were placed in Harborton and in Bobtown/Pungoteague.

### **NEW BUSINESS.**

- a. **Expanded deployment of FTTH-** Mr. Bridgham presented the board with a possible accelerated schedule of FTTH deployment.
  - i. **Into FY2018 approved areas-** Mr. Bridgham suggested that the Broadband Authority consider opening up the expanded model to serve the residents as requested. Mr. Kolakowski asked if there was a market study done in the areas to see how many residents would sign up. Mr. Bridgham replied that there was no study done but there's no cost to the ESVBA if no one adopts it.  
*Mr. Lalor moved to adopt Robert Bridgham's proposal with a possible reprioritization of the list as appropriate to encourage WISP buildout. Mr. Mason seconded. After discussion, Mr. Mason offered an amendment to the motion to schedule a special meeting for reprioritization and to name the areas at the end of that meeting. Mr. Lalor seconded. Motion passed unopposed.*
  - ii. **Possibly pull in additional areas**

### **OLD Business**

- a. **Network Expansion Request Form-**
  - i. **Discuss metrics such as hold off term and reporting of number of customers served-** Mr. Kolakowski stated that there needs to be direct conversations with the ISPs to decide what a reasonable number is. Mr. Lalor suggested the ISPs also provide geographic areas and boundaries. Ms. Meil asked Mr. Bridgham to contact the

service providers and come back with a report.

- b. **Executive Director Search-** A job description for an Executive Director was provided to the board. Mr. Lalor stated that Robert Bridgham was doing a great job and he would feel comfortable making him the permanent Executive Director. This item will continue in Closed Session.
- c. **Remedy discussion of CTC strategic plan-** Mr. Bridgham reached out to CTC regarding the strategic plan and invited them to the BOD meeting. CTC declined but offered an alternative date.

*Mr. Mason made a motion to have the board draft a document with their thoughts to present to CTC for the meeting. Mr. Lalor seconded. Motion passed unopposed.*

**Treasurer's Report-** Mr. Mason presented the report. Mr. Lalor asked to receive a 12 month projection of cash flow.

### **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. 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. Paragraph 34: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ 15.2-5431.1 et seq.) of confidential proprietary records and trade secrets excluded from this chapter pursuant to subdivision 19 of § 2.2-3705.6 made by Mr. Lalor, seconded by Mr. Mason. The following board members were present Mr. Kolakowski, Mr. Mason, Ms. Meil, and Mr. Lalor and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Mr. Lalor, seconded by Mr. Mason that the Board had entered the closed session

for that purpose as set out in Paragraph 1, 7, and 34 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 1, 7, and 34. The following board members were present Mr. Kolakowski, Mr. Mason, Ms. Meil, and Mr. Lalor and voted affirmative.

*Mr. Mason motioned to approve the staff bonuses as discussed in closed session. Mr. Lalor seconded. Motion passed unopposed.*

*Mr. Lalor motioned to reprioritize the list of areas for FTTH. Motion failed.*

**Board Comment**

*Mr. Lalor motioned to schedule a celebration with Mr. Bloxom and Mr. Lewis on 11/22/2017 at 9am. Mr. Mason seconded. Motion passed unopposed.*

**ADJOURNMENT**

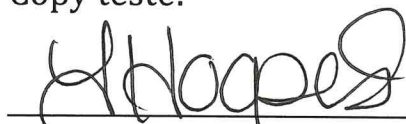
*The meeting was adjourned at 5:00pm.*

These minutes were approved at the Jan 18, 2018 meeting of the Board of Directors of ESVBA.



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Presiding Officer

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Leah Hoopes, Secretary