

MINUTES

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

July 26, 2018

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

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

Members of the public attending were:
Joseph Betit

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

AGENDA ADOPTION

Mr. Mason moved to approve the agenda. 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. 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 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. Kolakowski, Mr. Mason, Ms. Meil, and Mr. Lalor and voted affirmative.

PUBLIC COMMENT

Mr. Betit thanked Mr. Ertle for his customer service and prompt responses.

REVIEW OF MINUTES

Mr. Lalor motioned to approve the Special Meeting Minutes from June.

Mr. Kolakowski seconded. Motion passed.

STATUS REPORT

1. Town Broadband Initiative Program (BIP)- Mr. Ertle stated that Bloxom is the only open BIP and it ends in October.
2. WiFi Hotspots- Mr. Ertle gave an update that there are currently 12 hotspots in service and provided a WiFi statistics report.
3. Residential Broadband- Mr. Ertle reported that there are 34 customers in service in Harborton, 14 in Bobtown, 10 in Church Neck, 14 in Sanford, 1 on Cobbs Station, 0 on Cheapside, 1 in Townsend, 16 in Accomac, 2 in Greenbackville, 1 in Wattsville/Horntown, 1 in Oak Hall, 1 in Hallwood, 1 in Painter/Quinby, and 0 in Eastville. Nassawadox and Oyster will be opening soon.

Mr. Mason asked what the average wait time is after someone signs a contract.

Mr. Ertle stated that on average, it's about 32 days from the time the contract is signed to the time the customer is lit.

4. WISP EVPL Program- Mr. Ertle informed the BOD that 34 sites are in service and bandwidth upgrades continue.

Mr. Lalor mentioned that he received a phone call from Steve Mallette. Mr. Mallette wanted to express his concern for how bad the systems are at ESVBA and how they can improve in order for the Chamber of Commerce to thrive. He believes more Wi-Fi hotspots would benefit the Shore.

Mr. Lalor told Mr. Mallette that the ESVBA has always been in

favor of providing more Wi-Fi hotspots and asked for suggestions on locations. Mr. Lalor stated that a year ago he was in favor of letting the ISPs provide service to the residents but now he believes the Authority should build out as quick as possible.

NEW BUSINESS

OLD BUSINESS

- a) **Review completed town build out costs-**Mr. Ertle stated that Chincoteague was added to the town build out spreadsheet. Chincoteague is split up into North and South due to the distance being substantially more than the other town builds. Mr. Ertle mentioned that he's been looking into a high speed microwave link as a possibility for Tangier and from there using fiber to reach the houses.

Ms. Meil asked what the residents on Tangier would be able to get from that link.

Mr. Ertle believes that they would be able to get the same FTTH bandwidth packages.

Mr. Mason asked what additional costs would go into Tangier.

Mr. Ertle stated that the equipment, install, and continued maintenance and transportation would be an additional \$300k.

Mr. Lalor suggested a Broadband Initiative Program that allows the ISPs to provide internet wirelessly with free internet for a year.

Ms. Meil stated that there was previously a service provider on Tangier but when the service went down they weren't able to get it restored in a very timely manner.

Mr. Ertle stated that the application for VRA has been submitted.

Mr. Mason stated that VRA typically issues bonds twice a year so the application would be for the fall. Mr. Mason also stated that the additions added to the buildout bring the cost to \$4.9million.

Mr. Lalor asked what kind of time frame they're looking at to get contractors and if there is something they could be doing in the meantime so that the contractors can be awarded once the bond is issued.

Mr. Ertle stated that the contractors will need to go through the RFP process and they could possibly use the same contractors that would be working on the already budgeted extensions.

Mr. Kolakowski asked what was the time frame is on the design.

Mr. Ertle stated that the preliminary design has been completed but the engineering part would be part of the cost for the build and would probably begin when the bond is issued.

Mr. Kolakowski suggesting working on the smaller budgeted extension and then putting out one big proposal rather than 2 separate ones.

Mr. Lalor recommended using a Gantt Chart.

Ms. Meil asked when VRA usually gives the green light.

Mr. Mason stated that the Authority should know something by mid-September and there's the possible need for a Special Meeting.

Treasurer's Report

Mr. Mason stated that \$1.2 million of the \$3.7 million balance has been budgeted to use on projects and the cash balance will start to decrease over the next few years.

BOARD COMMENT

Mr. Mason suggested looking into a Mutual Aid Agreement in case of a catastrophic event.

Mr. Ertle replied that the Authority works closely with A&N and there have been times where they have assisted in fiber cuts. Mr. Ertle stated that splicing would be a weak point in an urgent situation since ESVBA relies on contractors from Virginia Beach.

Mr. Lalor asked how often the generators are tested.

Mr. Ertle replied that the generators run at least once a month for 30 minutes.

Mr. Lalor mentioned the time that the Authority had 2 generators fail and asked what was being done to make sure that doesn't happen again.

Mr. Ertle stated that one of the generators had a sensor issue which was fixed. The huts will run for 6 to 8 hours without a generator and the Authority also has 2 backup generators.

ADJOURNMENT

The meeting was adjourned at 3:16pm.

These minutes were approved at the August 23, 2018 meeting of the Board of Directors of ESVBA.

Frank Neil

Presiding Officer

Copy teste:

Leah Hoopes

Leah Hoopes, Secretary