

## MINUTES

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

September 27, 2018

Board members in attendance were: Mike Mason, Pete Lalor, Elaine Meil, Scott Webb (remotely attending from Cambridge, MD due to work related reasons), 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:  
Joseph Betit and Glen Salmon

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

#### **AGENDA ADOPTION**

*Mr. Lalor moved to approve the agenda. Mr. Kolakowski 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: 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. Salmon asked that the plan for the buildout be published on the website. Mr. Betit described the “Hot Desk” which will be in downtown Exmore and is a work space for people traveling that need high speed internet. He’s interested in getting a letter of interest in support from the ESVBA.

### **REVIEW OF MINUTES**

*Mr. Lalor motioned to amend the Special Meeting Minutes from August to correct a spelling error.*

*Mr. Kolakowski seconded. Motion passed.*

### **STATUS REPORT**

1. Town Broadband Initiative Program (BIP)- Mr. Bridgham stated that Bloxom is the only open BIP and it ends in October.
2. WiFi Hotspots- Mr. Bridgham gave an update that there are currently 12 hotspots in service and provided a WiFi statistics report. Cape Charles has requested a WiFi hotspot at the Museum and Accomack has asked to relocate or enhancing the WiFi at the park.
3. Residential Broadband- Mr. Bridgham reported that there are 36 customers in service in Harborton, 14 in Bobtown, 10 in Church Neck, 15 in Sanford, 2 on Cheapside, 1 on Cobbs Station, 22 in Accomac, 1 in Townsend, 2 in Greenbackville, 3 in Atlantic, 3 in Wattsville/Horntown, 1 in Oak Hall, 3 in Hallwood, 2 in Painter/Quinby, and 1 in Eastville. Nassawadox, Oyster, Exmore, and Belle Haven have recently been opened.
4. WISP EVPL Program- Mr. Bridgham informed the BOD that 41 sites are in service and bandwidth upgrades continue. Mr. Bridgham also spoke about the updates being done to the residential side of the website and how the public will be able to type in their address and they will be notified if service is available in their area.

Mr. Lalor spoke about the importance for the public to know the areas we will be serving in the future and when.

Mr. Bridgham stated that if the ESVBA moves forward with the bank bond then the areas and time frames will be posted.

### **NEW BUSINESS**

- a. **Reschedule November's Board meeting due to Thanksgiving-**  
Mr. Mason moved to reschedule the November meeting to Thursday, November 29<sup>th</sup> at 2pm. Mr. Lalor seconded. Motion passed unopposed.

### **OLD BUSINESS**

- a. **Review financing options for network expansion & possible resolution for bank loan-** Courtney Rogers with Davenport gave a presentation on the financing options. He recommended that the ESVBA move forward with BB&T because they have the lowest fixed rate. Mr. Mason asked Mr. Rogers to explain a little bit more about the 1.2 x debt service requirement.  
Mr. Rogers explained that after you pay all your operations that there's 100% plus 20% of excess revenues available in case there's an increase in expenses you'll have enough coverage to take care of the debt. If you wanted to do an additional loan while this loan is outstanding, you have to prove that you've got projected revenues in order to take care of existing and additional debt.  
Mr. Kolakowski asked when the funds would become available.  
Mr. Rogers stated that as soon as you close on the 27<sup>th</sup>, it will become available.  
Mr. Lalor asked Mr. Bridgham when he'll know about the pricing from the contractors.  
Mr. Bridgham replied around the middle of October.  
Mr. Kolakowski asked when the contracts would be awarded.  
Mr. Bridgham stated that he expects the contracts for the RFPs around the end of October.  
Ms. Meil asked what the construction schedule looks like and if there have been any changes.  
Mr. Bridgham replied that the original plan was to start in November or December but there is a lot of engineering and field notes that need to be done first so he expects the construction to start in January.  
*Mr. Mason motioned to form a finance committee and move forward with*

*BB&T. Mr. Webb seconded. After discussion, Mr. Mason withdrew his motion.*

*Mr. Mason motioned to schedule a Special Meeting next week for the adoption of the Resolution after the board can do a final review. Mr. Kolakowski seconded. Motion passed unopposed.*

*Ms. Meil elected Mr. Lalor and Mr. Mason as the finance committee.*

**Treasurer's Report**

Mr. Mason stated that as of August 31<sup>st</sup> the cash balance is up to \$3.8 million.

**BOARD COMMENT**

None

**ADJOURNMENT**

The meeting was adjourned at 3:34pm.

These minutes were approved at the October 25<sup>th</sup>, 2018 meeting of the Board of Directors of ESVBA.



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Presiding Officer

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Leah Hoopes, Secretary