

MINUTES

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

January 21, 2016

Board members in attendance were: Steve Miner, Pete Lalor(via webcam), Elaine Meil, John Reiter, and Katie Nunez.

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

Members of the public attending were:
Mike Zodun, Bob Nichols, Judy Morgan, Matt Ertyle, Pat Coady, and Keith Montgomery

Elaine Meil called the meeting to order at 2:02 pm.

AGENDA ADOPTION

Mr. Pascaretti stated that “Special Rate Hearing” was a miss-print on the agenda.

Mr. Reiter motioned to amend the agenda to remove the first closed session.

Ms. Nunez seconded. Motion passed unopposed.

PUBLIC COMMENT

None.

REVIEW OF MINUTES

Ms. Nunez moved to approve both of the Regular Meeting Minutes from November 19th and November 23rd minutes.

Mr. Reiter seconded. Motion passed unopposed.

STATUS REPORT

1. Bloxom Tower- Mr. Pascaretti announced that the RFP was awarded to Muller Construction and they’re waiting for the building permit to continue. Waiting for permit regarding storm water run-off.
2. Town Broadband Initiative Program (BIP)- Mr. Pascaretti reported that a few new towns are interested in the program including Cheriton and Nassawadox.

3. Accounting/ERP System- Robert Bridgham gave a brief update on the new system which should be ready in March or April.
4. Website Redesign- Robert Bridgham is working on the draft of the website with Precision Legal Marketing which should be approved in a few weeks. Mr. Lalor suggested a network map detailing where the ESVBA fiber is, as well as where ISP's have service availability. Mr. Pascaretti suggested that broadband availability links from the ISP's could be placed on the ESVBA website and Mr. Lalor agreed that this may be a better solution. Mr. Bridgham stated that the site will have a network map as well as links to service provider's websites.
5. WiFi Hotspots- Mr. Pascaretti stated that they received the VDOT permit for Indiantown Park.
After speaking with the Town Manager of Cape Charles, they desire to have Wi-Fi on the beach instead of the park. The board felt that this change was okay. Mr. Reiter asked if we thought of doing both locations and Mr. Pascaretti stated that he was not oppose to it.
Cable is ready to be installed at the library in Chincoteague. Mr. Pascaretti said that the Accomack visitor's Center status has not changed, and Mr. Miner asked for an updated regarding this location. Mr. Pascaretti stated that the owner, VDOT, has not returned any recent calls or emails regarding permission for this site.
6. VDOT Road Jobs- Mr. Pascaretti reported that they need to transfer cable on Horntown Rd near Flemming Rd. and ESVBA needs to relocate fiber in Cape Charles for the new Bayshore Concrete Roadway.
7. Community Solar Energy/Oak Hall Fiber Relocation- ESVBA needs to relocate aerial fiber underground.
8. Service Level Metrics- Mr. Pascaretti stated that there are no non force majeure outages.
9. WISP EVPL Program- Eight sites are contracted for, seven are operational, and there are five more in progress.
10. VITA RFP for Broadband Services- VITA has awarded ESVBA the contract for the Eastern Shore. Ms. Nunez asked how long the contract was for, and Mr. Pascaretti stated it was for five years.

NEW BUSINESS

- a. County Payback- Mr. Pascaretti stated that ESVBA has made their final

payment to the counties for the initial start-up money provided by both counties.

- b. Banking/Shore Bank & BB&T- Mr. Pascaretti discussed possibly switching to BB&T. Ms. Nunez asked about the line of credit and Mr. Pascaretti stated that the current line is paid off and a new line would be established. Mr. Lalor suggested also looking to SunTrust Bank

OLD BUSINESS

PPEA RFP- Mr. Pascaretti reported that negotiations are in progress with the qualified bidder.

TREASURES REPORT

Ms. Nunez stated that there is nothing to report and referred the BOD to the financials in the BOD packet. Mr. Reiter asked about the balance with vendors Power and Tel, Altec, and CompuCom. Mr. Pascaretti informed Mr. Reiter that it is a normal balance for Power and Tel and they are one of the ESVBA's largest vendors. Regarding Altec, Mr. Pascaretti stated that this balance was for the cable placing truck and that CompuCom was for electronic optical gear.

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 Ms. Nunez, seconded by Mr. Reiter. The following board members were present Mr. Reiter, Mr. Miner, Ms. Meil, and Ms. Nunez, and voted affirmative.

After closed session, the Chair reconvened the meeting.

Motion was made by Ms. Meil, seconded by Mr. Reiter that the Board had entered the closed session for that purpose as set out in Paragraph 1, Paragraph 7, and 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 1 and 7. The following board members were present Mr. Reiter, Mr. Miner, Ms. Meil, and Ms. Nunez, and voted affirmative.

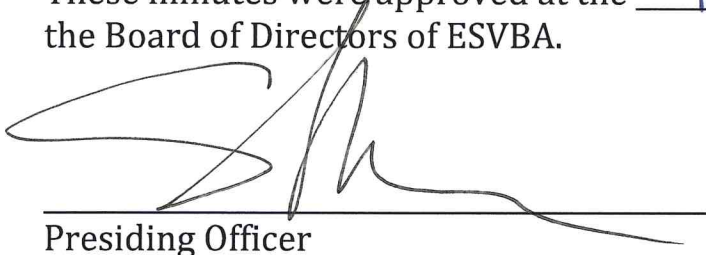
Mr. Lalor made a motion for a committee to be formed regarding Mr. Pascaretti's contract and that he not be on that committee. Ms. Nunez also asked not to be on it. After discussion, Mr. Reiter suggested that he and Mr. Lalor do it again this year and the rest of the board agreed. Ms. Nunez seconded the motion and motion passed unopposed.

Ms. Nunez stated that the ESVBA is still in negotiations regarding the PPEA RFP and Mr. Pascaretti informed the BOD that he is working with the committee consisting of Ms. Nunez and Mr. Lalor.

ADJOURNMENT

Ms. Nunez moved to adjourn @ 3:59pm.

These minutes were approved at the March 17, 2016 meeting of the Board of Directors of ESVBA.



Presiding Officer

Copy teste:


Leah Hoopes, Secretary