

AT A MEETING OF THE MIDDLESEX BROADBAND AUTHORITY HELD ON  
THURSDAY, MARCH 16, 2023, AT 5:00 P.M. AT THE HISTORIC COURTHOUSE

Present: John Koontz  
Steve Barnette  
Greg Grichtmeier  
Kevin Gentry, Executive Director  
Ann Marie Ricardi, Treasurer  
Peggy Jordan, Secretary  
Heather Lewis, County Attorney  
Dr. Liz Young, Consultant

Absent: Casey Mewborn  
Carrie Dos Santos  
Peter Martin, Consultant

### **CALL TO ORDER**

Kevin Gentry, Executive Director, called the meeting to order.

A Roll Call was taken to determine if there was a quorum: Mr. Barnette, Present; Mr. Koontz, Present; Mr. Grichtmeier, Present. Note Mr. Mewborn and Mrs. Dos Santos were not present. We have a quorum to proceed.

### **STATEMENTS FROM THE PUBLIC**

There were no statements from the public.

### **MINUTES**

Mr. Koontz asked if there were any additions or corrections to the January 19, 2023 Annual meeting minutes. There were none.

A Motion was made to approve the minutes as presented by Mr. Grichtmeier; seconded by Mr. Barnette. The Motion was carried by unanimous vote.

### **TREASURER'S REPORT**

Mr. Koontz asked if there were any additions, changes or questions on the Treasurer's Reports for January. Ms. Ricardi pointed out the payments not made to staff for February until March and the Breezeline payment.

A Motion was made to approve the Treasurer's Report as presented by Mr. Barnette; seconded by Mr. Grichtmeier. The Motion was carried by unanimous vote.

## **REPORTS FROM OFFICERS AND STAFF**

There were no reports from officers and staff at this time.

## **ACTION ITEMS**

### A. VATI Remittance

Mr. Gentry briefly reflected on the project information which had been included in the agenda. Mr. Gentry introduced Mr. Tom Innes to go over the reports submitted and included in the agenda before the remittance is voted on.

Mr. Innes stated this remittance is for release of low-level design. For every mile stone released, a remittance is issued. The second remittance will be for an All Points fiber mile and the next will be when a fiber mile has been lit.

The remittance states the progress in different aspects and will each time in order to clearly report where the project is to justify each remittance. In total the project will be 57 miles.

Mr. Koontz stated this the first payment of the project which would be about 30% of completion. The funds have been placed in the budget but have not been appropriated. Mrs. Ricardi will be asking for the appropriation at the April meeting of the Board of Supervisors.

Mr. Innes went on to overview the network design and what it looks like in the GIS system.

A Motion was made by Mr. Barnette to allot the first remittance amount as presented; seconded by Mr. Grichtmeier. The Motion was carried by unanimous vote.

## **INFORMATION ITEMS**

### A. Connection Celebration in Richmond with VATI Partners

Mr. Gentry shared a partner celebration was in the works to celebrate the VATI 4 Counties completion in Richmond on Monday April 17<sup>th</sup>. The Authority was asked to submit names of those individuals to invite from Middlesex. Please get the names, possibly the Governor, our representatives, county officials, our authority etc. to Kevin by the 21<sup>st</sup>, next week. It was noted that three broadband authority members will be present, which will have to be publicized.