

AT A MEETING OF THE MIDDLESEX BROADBAND AUTHORITY HELD ON THURSDAY, MARCH 17, 2022, AT 5:00 P.M. AT THE HISTORIC COURTHOUSE

Present: John Koontz, Chairman
Steve Barnette, Vice Chairman
Carrie Dos Santos
Greg Grichtmeier
Casey Mewborn
Ann Marie Ricardi, Treasurer
Kevin Gentry, Executive Director
Heather Lewis, County Attorney
Peggy Jordan, Secretary
Elizabeth Young, Consultant

Absent: Elizabeth Young, Consultant
Peter Martin, Consultant

CALL TO ORDER

John Koontz, called the meeting to order at 5:00 p.m.

STATEMENTS FROM THE PUBLIC

Mr. Hank Hennegar from the Red Hill area expressed his displeasure with the Authority stating that he was not given prior notice of cable extension work being done on his property. He stated two very large old trees were damaged and will likely die because the trench was dug too close to their roots. He further stated he never gave his permission for the work to be completed. Mr. Hennegar asked the Authority have a better plan implantation moving forward to work better to get the information out earlier and certainly prior to any work taking place.

MINUTES

Mr. Koontz asked if there was a motion to approve the January 28, 2022 minutes.

A Motion was made to approve the minutes as presented by Mr. Grichtmeier; seconded by Mr. Mewborn. The Motion was carried by Roll Call votes: Mr. Koontz; **AYE**; Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; and Mr. Mewborn, **AYE**.

TREASURER'S REPORT

Mr. Koontz asked if there were any additions, changes or questions on the Treasurer's Reports for January; there were none.

A Motion was made to approve the Treasurer's Report as presented by Mrs. Dos Santos; seconded by Mr. Grichtmeier.

The Motion was carried Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; Mr. Koontz; **AYE**; and Mr. Mewborn, **AYE**.

Ms. Ricardi, Treasurer, gave each of the members a Forecast Report, outlining anticipated expenditures which show an over extension of \$11,782.21 for the current fiscal year end and another probable \$69,582.21 shortcoming for the 2022-2023 fiscal year. Ms. Ricardi pointed out that \$36,000 of the ARPA/COVID funds had not be requested so we may want to request that be transferred into the Broadband Authority budget. Mr. Koontz suggested we ask for at least \$80,000 to meet the budget through next fiscal year. Mr. Grichtmeier suggested that we be given information on what has been spend thus far as well.

A Motion was made to approve the ask from the Board of Supervisors in the amount of \$80,000 to fund the Authority through the end of Fiscal 2022-2023 by Mr. Grichtmeier; seconded by Mr. Barnette. The Motion was carried by Roll Call votes: Mr. Koontz; **AYE**; Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; and Mr. Mewborn, **AYE**.

REPORTS FROM OFFICERS AND STAFF

Mrs. Lewis stated a confidential email would be sent to each of the members regarding the issue brought up by the speaker during the Statements from the Public portion of our meeting this evening.

ACTION ITEMS

A. VATI 4 County Invoice #1

After discussion regarding the approval of invoices for the project, it was determined that approval of invoices is not necessary each meeting as the project and funding has previously been approved.

Also, it was determined that Mr. Grichtmeier would soon have a dashboard up for the board that would include information on the progress of the entire project.

B. Stipend/Consultant for VATI 4 County Project

Mr. Gentry asked the board to consider whether to use an outside source for project oversight or use someone in-house and stipend the position. A proposal for outsourcing was included in the agenda packet. Mr. Gentry stated he would be willing to assume the responsibilities if his monthly stipend were increase from \$500 per month currently to \$1,000 per month, which would be a considerable savings over outsourcing.

Also, it would be done by someone very familiar with the process here in Middlesex and what the authority expectations for the project are.

A Motion was made by Mr. Grichtmeier to appoint Mr. Gentry as project manager at an increase in monthly stipend to \$1,000; seconded by Mr. Mewborn.

The Motion was carried Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mrs. Dos Santos, **AYE**; Mr. Koontz; **AYE**; and Mr. Mewborn, **AYE**.

INFORMATION ITEMS

A. VATI 4 County Update

Information was shared on the project that was started prior to having the individual property owners notified of what was coming. There should have been door knockers and prior notice given. Mr. Koontz asked Mr. Gentry to have a face to face meeting with the project administrator to make sure this doesn't happen again.

Delays including acquiring permits with Dominion Energy have been noted, but no change in project completion dates have been experienced thus far, which is very good.

Regarding the All Points contract, there has been a request to modify the contract to substitute an LLC instead of All Points continuing the project instead of them. Mr. Gentry, and Mrs. Lewis will be working with them over the next couple of weeks and report back to the board.

Overall, most folks are very happy with the progress of the project.

OLD BUSINESS

There was no Old Business

NEW BUSINESS

Mr. Grichtmeier stated that his Starlink was delivered on Saturday and was set up on Sunday. Mr. Grichtmeier stated it was working. He was asked to share information on this with others that may not be included in the current projects and he agreed to do so.

ADJOURN

There being no further business, the meeting adjourned until the next meeting set for May 19, 2022 at 5:00 p.m., by motion of Mr. Grichtmeier, seconded by Mr. Barnette. Motion was carried with the following Roll Call votes: Mr. Grichtmeier, **AYE**; Mr. Barnette, **AYE**; Mr. Mewborn, **AYE**, Mr. Koontz, **AYE** and Mrs. Dos Santos, **AYE**.

John Koontz, Chairman