

A regular meeting of the Albemarle County Broadband Authority was held on January 23, 2019, at 5:00 p.m., in Room 235 of the County Office Building, McIntire Road, Charlottesville, Virginia.

PRESENT: Ms. Liz Palmer, Mr. Rick Randolph, Mr. Bucky Walsh, and Mr. Mike Culp

ABSENT: Mr. Landon McDowell, Mr. Bill Fritz

Also Present: Mr. Richard Deloria, (Senior Assistant County Attorney);

Ms. Michele Carter, (Albemarle County IT)

Agenda Item No. 1. Establish Quorum and Call to Order.

Mr. Walsh established a quorum and called the meeting to order.

Agenda Item No. 2 Approval of Agenda

Ms. Palmer **moved** to accept the agenda.

The agenda was **approved** by a unanimous vote.

Agenda Item No. 3 Approval of November 28, 2018 and December 11, 2018 Minutes.

Mr. Randolph **moved** to approve the November 28, 2018 and December 11, 2018 minutes. Ms. Palmer **seconded** the motion.

The minutes were **approved** by a unanimous vote.

Agenda Item No. 4 Public Comment

There was no public comment.

Agenda Item No. 5. Old Business

Item No. 5a. CVEC Update

Mr. Culp made a presentation about CVEC. He mentioned the EDA and Department of Finance were involved. Mr. Walsh expressed a concern that Mr. Culp may have more ABBA work on his plate than previously planned. He stressed that ABBA respects that Mr. Culp has County commitments and duties to attend to during his day as well as ABBA work. Ms. Palmer echoed this concern. Mr. Walsh stated that Mr. Culp needed to be cognizant of time management to ensure that ABBA work doesn't creep into times dedicated to County work. Ms. Palmer questioned the staff position that was granted to support ABBA work. Mr. Culp explained that IT received special exemption of a part-time staff member to augment staff in support of ABBA. Mr. Culp mentioned FY20 funds of \$800,000.00 requested that can

be used as discretionary funds. Mr. Culp's work with ABBA would increase if a VATI project comes forward.

Mr. Randolph stated that the Board is sensitive of responsibilities and approved the part-time person to help Mr. Culp with ABBA responsibilities. He also mentioned that the ABBA Board should be sensitive to Mr. Culp's responsibilities and help with duties. Mr. Culp explained the part-time position approved by the Board of Supervisors. Mr. Culp then mentioned the Technology Use Assessment completed by outside consultants, how this position has been used in IT, and the additional duties extended to IT out of the assessment. Mr. Culp noted that Michele Carter was there taking minutes that evening and helps him with ABBA duties. Mr. Walsh and Ms. Palmer reassured Mr. Culp that the question was not about performance, but rather looking ahead to ensure he would not have too much on his plate. Mr. Culp stated he could see dedicating two people solely to ABBA. Like a 50/50 split, more likely 80/20 is realistic. Zero positions have been requested for ABBA. Ms. Palmer asked if ABBA has the ability to use funds toward an employee. ABBA needs to bring this up to the BOS. Mr. Randolph agreed that ABBA needs a BOS discussion on how to manage the funds. The BOS needs to be serious about Mr. Culp's time and ability to hand off tasks to another person.

Commented [RD1]: fragment

Mr. Culp stated that they should find out sometime in February if any of ABBA's VATI requests will be funded.

There was a brief discussion on CenturyLink's position to not clear trees down on their project sites.

Mr. Randolph stated that if ABBA's VATI requests are not funded in CY19 to push things like CenturyLink for funding in CY20 and FY21 budget for significant funding (specifically asking why ABBA's requests were not scored better for award if CY19 project is not awarded).

Mr. Culp mentioned that more applications equal more competition. This year all applications seem similar to our first two applications. Applicants are now modeling their requests after ABBA's first two applications.

Mr. Randolph suggested ABBA needs to up our game. We should set aside time on an agenda to see an application (the short and sweet portion of an application) to see how the ABBA Board could help strengthen future applications.

Mr. Walsh commented that this year we need to increase the matching funds.

Mr. Culp displayed the CVEC ABBA VATI 2019 map along with stating that we cannot force them to do the work. Continuing his statement, if the VATI application is accepted, CVEC has to build out the entire section by March 2020 (one year from award). CVEC cannot get into Howardsville because they have so much infrastructure to build out before getting internet access to homes.

Mr. Walsh commented that CVEC's goal is to select the best solutions available.

Mr. Randolph mentioned that the BOS members could hold meetings with their constituents in those areas sparing Mr. Culp the time on the phone with callers.

A discussion ensued about CenturyLink's commitment to replacing poles and Dominion burying cable.

The group continued with a discussion of combined usage of infrastructure for electrical and telecommunications.

Item No. 5b. FY 20 ABBA Appropriation Request

It was noted that \$200,301 of ABBA funds would be reappropriated by the Board of Supervisors from FY18 to FY19 to continue to serve the purpose for which they were intended.

Item No. 5c. Virginia Telecommunications Initiative (VATI) Update

Mr. Culp showed a slide deck of 2019 VATI project costs comparing all projects with their requested funding and leverage/matching funds to demonstrate the strength of ABBA's requests in relation to other VATI requests.

Item No. 6a Identifying ABBA Board Member

With Landon McDowell resigning effective the day of this meeting, there was discussion about the process to advertise the vacancy, ABBA Board members reviewing applications, and getting a candidate for appointment in front of the Board of Supervisors members.

ABBA rules and procedures were also discussed particularly around the number of meetings required to attend in a certain length of time as well as how to handle should this requirement not be met.

Mr. Walsh asked Mr. Deloria to draft modified rules and procedures for review and discussion at the next ABBA meeting.

Item No. 6b HB2691 Discussion

Mr. Culp brought up Dominion's five models showing various levels Dominion deploys fiber from the substation all the way to the home. All models other than model 5 leaves Dominion as the ISP.

Mr. Randolph heard the State favors #4 (Dominion investing capital to the customer transformer). He asked if anyone has spoken to Evan Feinman to try to find out where the Governor is now in his recommendation.

Mr. Culp felt it was more likely where funding for Dominion with the State putting in their share. Mr. Culp will call Evan Feinman. Mr. Culp also asked about the crossover date possibility to which Mr. Randolph responded it was a positive opportunity.

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Agenda Item No. 7 Other Matters

It was mentioned that Ms. Palmer and Mr. Randolph recently met with Larry Jackson from the Appalachian Power Company about their 46kV towers to Schuyler and Esmont and about rehabbing and rebuilding lines. They asked if APC has contacted Gary Wood at CVEC. The Town of Scottsville is dying for broadband and they are not going to get it from CenturyLink. They would have to rehab every single tower from Esmont down to the Schuyler substation. Broadband could go in north and south of Schuyler substation down to Howardsville.

Ms. Palmer stated that Appalachian Power Company does not want to do broadband.

Mr. Walsh ascertained that certainly the expense of adding dark fiber would be negligible.

Mr. Randolph asked that Mr. Culp talk with Larry Jackson.

Ms. Palmer wanted to show a two-minute video about what was done in Vermont to survey reliability of coverage reports. Ms. Palmer summarized that the video was about Vermont hiring someone where there was service and where there was not. They were aggressive with ISPs in Vermont about getting service.

Mr. Walsh brought up the subject of FOIA and needing additional training.

Mr. DeLoria stated the BOS was thoroughly trained and ABBA may not have to. He reminded ABBA of what constitutes a FOIA request and the required five (5) days response deadline. Emails are public documents as well as text messages. Attorney/client conversations can be excluded.

Posting of the Rights & Responsibilities (under the Virginia Freedom of Information Act) needs to occur. Circulation of the Rights & Responsibilities will occur in the February meeting. They will also need to be posted to the ABBA website.

A discussion occurred for a calendar of ABBA meetings for 2019 staying with the current standard schedule of the 4th Wednesday of the month. Mr. Walsh **moved** that ABBA continue with the current schedule to August of 2019.

The motion was **approved** by unanimous vote.

Agenda Item No. 8 Adjourn

With no other business before the Authority, Mr. Walsh adjourned the meeting at 6:32 p.m.