

Broadband Commission
February 28, 2022 6PM via Zoom
Regular Meeting Minutes

Call to Order: Acting Chair Jeff Zullo called the regular meeting to order at 6:01PM with Stephen Simonin, Stephan Krucker, Burke Gibney, and Bruce Schnitzer.

Absent: John Morosani, Erich Marriott, and John Bongiorno

Approval of Minutes: Motion: S. Krucker moved to approve the minutes of the January 24, 2022 meeting. S. Simonin seconded. All present voted aye, and the motion carried.

Public Comment: There was no public comment.

Old Business:

1. Discussion of RFP for Phase 1 plan. The Basic outline attached to these minutes was discussed. The following suggestions were made:
 - Include a MAX distance and a MIN signal coverage in spec.
 - Include a request for an antenna pattern in spec.
 - Include an Extender operated by solar power in spec.
 - Request an option for a CARD/Rack in spec.
 - Request from vendor speed and range in spec.
 - Specify PW access in spec.
 - Require antenna limitations inside/outside in spec.
 - Include Center of Litchfield in Phase 1.
2. There was discussion as to whether the LVA building would be included as there is a possibility that LVA may be moving in several years.

New Business: None

Announcements: None

Adjournment: B. Schnitzer made a motion to adjourn the meeting at 6:26 PM, seconded by S. Krucker.

Respectfully submitted by J. Morosani from Zoom recording and J. Zullo's notes.

**Basic Outline for an RFP for Inside wireless for all Town Buildings that have a
CEN/Optimum connection to the Internet**

Facilities that will be included in the wireless project:

- Litchfield Town Hall
- Litchfield Fire Department
- Bantam Firehouse
- Litchfield Historic Society
- Northfield Firehouse
- East Litchfield Firehouse
- Litchfield Ambulance
- All Town Over 55 Housing Facilities (Might need to use Optimum as a carrier)

Basic Network Requirements:

Bid must include all cabling, mounting and patch cables.

All present networking within the facility will be migrated to the new network.

All sites must have a consistent set manufacturer of equipment.

All sites must have a unique IP address structure.

No site should need another site to connect to the internet.

Another site may be used as a backup connection through VPN.

All connectivity to the present CEN connection will be managed by the vendor.

Must come with a warranty of more than 1 year from date of installation and turn up.

Would like to review 1/3/5-year license and Support options in all quotes.

All sites must have:

- 1) Router/Firewall
- 2) Number of APs to meet the RF requirements
- 3) 24 Port Switch
- 4) Patch Panels
- 5) Cabinet or wall mount unit for equipment to reside in.
- 6) At least 3 drops in the area that the gear is located in.

Interior RF Specifications:

- The indoor scope of this project will vary depending on the facility.
 - Some buildings are much larger than others.
- Full indoor wireless coverage
- -65dbm signal level throughout the facility

- All Public meeting areas require the ability have 200 plus clients.
- There should be 3 Internal SSIDs:
 - **One Secure** specific for the facility
 - “Litchfield xyze” “Bantam Fire” ect. (each Fire Station and facility will get their own internal SSID)
 - **One Secure which will be consistent throughout the town**
 - **“Litchfield Secure”** (This is for Town use and Emergency Services)
 - With this SSID we would place cameras on if that was something we migrated to
 - **One Guest/Public Use** {“Litchfield Public” (This is for all to use) (Internet Use Only)(Splash Page)} No internal connectivity to the internal networks.

Basic Outline for an RFP for Outdoor wireless for all Town Buildings that have an indoor component.

- 1) Outdoor Coverage will follow all manufacturers requirements and best practices.
- 2) It will follow all state and local building codes and requirements.
- 3) The proposal will include and permits required for this solution.

- Full surrounding wireless coverage
- -67dbm signal level within 50ft of the facility
- APs Must have Mesh Capabilities
- APs Must be able to perform bridge functionality
- There should be 3 External SSIDs:
 - **One Secure** specific for the facility
 - “Litchfield xyze” “Bantam Fire” ect. (each Fire Station and facility will get their own internal SSID)

NOTE: The outdoor SSID for the local site will only be propagated within the required coverage area of the building.

- **One Secure which (Consistent throughout the town)**
 - **“Litchfield Secure”** (This is for Town use and Emergency Services)
 - With this SSID we would place cameras on if that was something we migrated to
- **One Guest/Public Use (Consistent throughout the Town)**
 - “Litchfield Public” (This is for all to use) (Internet Use Only)(Splash Page)} No internal connectivity to any internal networks.

NOTE: For design purposes the next phase will be to connect back to these facilities from other outdoor remote areas.