

TOWN OF LEWISBORO  
Antenna Advisory Board  
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## **Minutes of the AAB Meeting**

**January 28, 2021**

Meeting was held via Zoom videoconference and called to order by Joseph Neu at 6:34pm

Present: Joseph Neu (Chair), Rob Cummings, Tony Gonçalves (Councilman/Town Board Liaison), Jim Moreo, Brian Porco  
Absent: Neil Berman, Chris Nelson (KLSD Liaison)

### **Approval of Minutes and Housekeeping**

- Chair moved to approve the minutes from the October 22 meeting. Minutes were approved without objection.

### **Unfinished Business**

- Revisit the marketing and PR initiative. Based on recommendation of marketing and PR plan, AAB approved having Rob provide statement following CityScape presentation at upcoming board meeting to start gathering community feedback.
  - The main thrust is still to piggyback on the CityScape project and the information they provide to garner public support for wireless infrastructure in town.
  - We will also explore again a name change for the AAB, given the expanded scope.
  - If that is not possible, an alternative would be to create names for various initiatives that are more descriptive of what they seek to accomplish.

### **New Business**

- Consider actions related to CityScape Project Update. Tony and Joseph shared the key items from the CityScape update Zoom Meeting with the towns participating in a Cooperative Wireless Telecommunications Master Plan Study for the Northern Westchester County held on January 27.
  - The main outcome is that CityScape was scheduled to present at the February 8th Town of Lewisboro Board Meeting for their project initiation meeting with the town.
  - CityScape explained that due to Covid travel restriction concerns, they conducted their Infrastructure Assessments of the study area earlier in the timeline, in November, before the project initiation meetings.
  - From this visit to the study area, they identified and visited the existing and proposed sites, and put them on a map (including sites that are a mile out from the study area and that are close enough to provide coverage to the study area).

- Not much was discussed on specific recommendations. However, we should expect at the end of the project a map of where infrastructure is needed to fill gaps or add capacity based on their propagation models for in-home, in-car, and outdoor coverage overlaid with data indicating population density (census) and locations attracting people (e.g., schools, arenas, theaters, shopping centers) to assess capacity needs. These propagation maps will be based on theoretical coverage assuming similar outcomes on all major carriers, even if not everyone has the same (or any) equipment at all installations. CityScape will also help with town code and planning considerations for aesthetics, colocation requirements and other items that will balance municipality/resident preferences with those of the carriers.
  - One Board member asked about the timeline and expected completion date: the meeting nor subsequent emails to CityScape inquiring about this provided details on the timeline/completion date; CityScape indicated it would be clearer after meeting with all the towns.
  - Another aspect is the small cell towers and to what extent they might replace the tall towers (macro infrastructure): CityScape had emphasized that small cell installations are a supplement (to fill gaps or add capacity) and not a replacement for macro installations. Fiber is also needed to connect the small cells, as is utility power.
  - Concealed infrastructure was also a topic from the CityScape presentation: there are only two in the whole study area, so this is an opportunity to consider.
- Map out our goals/initiatives for 2021.
    - Initiative to spur wired broadband/fiber improvements was endorsed by the AAB, including expansion of Fios, calling Optimum to move on their fiber extension to the home, as well as a municipal fiber program (even just to motivate the other actions).
    - Building off the CityScape plan, AAB will look to provide information to update communications section (internet and wireless) of the Town Master plan, which there is a separate initiative to update in its entirety.
  - Consider if a town code updates are worth pursuing.
    - to spur backup power for cell towers by all carriers is worth pursuing (since the permit renewal avenue proved unviable). Tony shared Supervisor Parsons support for inserting language regarding back up power for cell towers in the town code. This follows language sent to planning board for permit renewal on the Vista Fire House site, which revealed that changes on renewal are not permitted.
    - “Dig-once” policy for fiber cable/conduits. AAB chair agreed to work on language to propose regarding such a policy, which received support from Planning Board Chair Janet Anderson.

### **Polling of the Board and Action Items**

- Tony mentioned recent conversation with a Verizon representative about expanding Fios; Verizon ran the financials that indicate no expansion anytime soon but promised to set up time to discuss it. There was a recent short expansion at Indian Hill complex with some new trenching. Tony is also waiting on an update on the Optimum fiber roll out.

- Joseph called Optimum Business to see if they would run fiber from the Main Street utility poles serving town house to which they said no.
- Tony also shared the permit application scramble at end of last year to get AT&T approved to put equipment on the Cross River tower before they lost budget allocation (they came the week before Christmas). That got done and AT&T is expected to go live there by July 4. Verizon meanwhile has installed a permanent generator at the site that is operational.
- This prompted an action item to get indication from Verizon on their continued budget for a tower servicing South Salem (given the pause to accommodate the CityScape study recommendation).
- AAB will try again to reach out to Crown Castle regarding fiber in town, to learn more about piggybacking on that serving the schools.
- Brian updated the AAB on UHF frequency for the Vista fire district. This has hit an unexpected standstill with American Tower's recent purchase (closed December 23) of Insight Wireless, which owns the site. The town is also impacted as their equipment was supposed to be move up to the top of the tower at the same time. AAB will investigate if we can assist via an American Tower municipal/government contact.
- Tony will explore if there is an opportunity to put town and perhaps other emergency services antenna (e.g., for LVAC) on the Cross River tower while AT&T is installing their equipment. However, this may not improve coverage over the Town Park tower installations.
- Tony will bring up the AAB name change again with Supervisor Parsons and the town attorney.
- Joseph will research language on a Dig Once policy.

The meeting was adjourned to executive session at 7:30pm.