

**BOARD OF FINANCE
REGULAR MEETING – JANUARY 15, 2013
MEETING ROOM B
WILTON TOWN HALL**

PRESENT: Warren Serenbetz, Al Alper, Gail Lavielle, James Meinhold, Lynne Vanderslice (via speaker phone) **ABSENT:** Andy Pforzheimer

ALSO PRESENT: Sandy Dennies (CFO)

Chairman Warren Serenbetz called the meeting to order at 7:30 p.m.

Approval of Minutes: Upon motion by Ms. Lavielle, the minutes of the 12/18/12 Regular Meeting were unanimously approved (Mr. Alper abstained as he was not present at the meeting.)

Follow-up to Fiber Optic Discussion of 12/18/12

Ms. Dennies handed out and reviewed the attachments indicating different options and cost approaches. The main purpose of this project is to allow the Town and Board of Education to be able to get systems up and running and allow them to function no matter what disaster may strike a municipal or school building. Mr. Alper again stressed that he wants to see any anticipated benefits to the town other than back-up. Ms. Dennies indicated that the benefits were the subject of the Public Info Meeting and the minutes are on the Town website.

Mr. Serenbetz asked about the risk associated with Option 3 to Middlebrook School Cider Mill School and Comstock? Ms. Dennies stated that those buildings would be limited to what exists now and would not be capable of the use of future technology initiatives, i.e. VOIP security cameras at each school, and could lose all connectivity due to a single point of failure.

Mr. Alper asked what current costs would be offset by VOIP, virtuality and finance consolidation? Ms. Dennies noted that that information has already been given and she will get a copy to him. He then asked to know the cost to just to pull fiber through the existing conduit to the Library? Ms. Dennies will get that information to him.

Ms. Vanderslice pointed out that questions raised at the last meeting about alternatives have not been answered by Blum Shapiro. She will prepare a list of these questions and submit them to Ms. Dennies.

Mr. Serenbetz indicated that the Board would address their position with regard to the project at their February meeting.

Status Report - Town

Ms. Dennies distributed the monthly status report noting that collections and expenditures are where they should be at the mid-year point and where they were last year at this time.

FY 14 Budget

The public information session will be held tomorrow evening in the Brubeck Room at the Library. Mr. Serenbetz and Mr. Meinhold will be the only BOF members making a presentation and answering questions. Ms. Vanderslice prepared the written presentation which was reviewed with minor changes. Mr. Serenbetz advised that the Board of Education will be presenting their proposed budget to the Town on 1/24/13. On 2/11/13, the BOE will meet with the BOF to discuss the budget.

Committee Reports - None

Other Business – Mr. Serenbetz announced that Ms. Lavielle has submitted her resignation from the Board of Finance, due to her increasing responsibilities as State Representative for the Town of Wilton. The Board of Finance has 30 days to appoint a replacement.

Public Comment – None present

Having no further business, the meeting was adjourned at 8:42 p.m.



Jan Andras
Recording Secretary
(taken from video)



January 15, 2013

To: Board of Finance

From: Sandra L. Dennies, CFO

Re: Levels of Connectivity

The attached displays fiber connectivity from the maximum connectivity to the least amount of connectivity. These four options of connectivity represent various levels of fiber connection between the three entities that can be provided at a range of costs. We have limited our discussion to fiber as it has been determined by the engineering firm BVH and by Blum Shapiro in their IT Risk Assessment to be the most reliable means of connectivity in use today. Each option has characteristics described below:

Option 1 –

This option fulfills the goals of the Town-wide network as identified by the Town-Wide Network Committee and described in the BVH report, including reliability under adverse conditions.

All buildings remain connected even with widespread damage. The network can be broken in more than one place and still keep all sites functioning fully.

This plan uses symmetrical redundancy. Each site is connected by two separate pathways. Each site has at least one underground pathway. Each site remains connected to the Town-wide network even if one of its connections is broken.

The number and capacity of the fiber circuits provided in this Option is sufficient to accommodate the services that would be immediately implemented (such as off-site backup and security surveillance), while allowing for anticipated future services (such as sharing VOIP phone lines, providing failover Internet connections, and interconnecting administrative software systems).

Option 2 –

Same benefits as Option 1, except that Middlebrook and Cider Mill have only 12 strands for their second pathway, instead of 24. This is due to reusing existing fiber. These schools do still have 24 strands in their main pathway and they still each have two underground pathways.

The cost savings of this Option are relatively small. The disadvantage is limited flexibility in the future because these two schools are not configured in the same standard way as other buildings.

Option 3 –

This option only allows for redundancy among the three primary nodes. Middlebrook, Cider Mill, and Comstock Community Center have only one fiber connection. Miller Driscoll relies on a single pair of older fiber for its alternate pathway. This option has not been considered viable for Wilton by BVH and Blum Shapiro since crucial sites can easily be cut off from the network and become non-functional during an emergency.

Option L –

This option provides for leasing of fiber to connect all facilities. Much of the leased network would only consist of 2 strands of fiber. Adding additional strands would increase the cost. At the end of twenty years, the Town would not own anything. The Town would also be subject to lack of business continuity as the bulk of the leased fiber is above ground where widespread disruption is likely in the event of a major storm incident.

These options have been presented in various cost approaches:

The most expensive approach is having an outside contractor provide all of the connections. This selection would be likely if the Town decides it does not wish to do the project now but it determines at a point in the future that it wishes to do the job and a contractor is hired to provide the connectivity.

The second most expensive is if the Town of Wilton's Department of Public Works provides the primary trenching work required to address each option.







The third and least expensive cost approach is provided as it recognizes the trenching work being planned at this time by Yankee Gas.

Option L requires no installation of conduit or fiber as it is leased.

These options and cost approaches were put forward by BVH and reviewed by Blum Shapiro for their functionality. They have been updated by Public Works and Information Services given our research since the BVH Report in December 2011.

The Board of Selectmen have endorsed Option 1 utilizing Yankee Gas trenching and aerial along Route 7. Clearly, given the range of options available and the cost approaches to address each option, the opportunity to implement a connection exists at this time utilizing the trenching that will be done by Yankee Gas and using aerial fiber connectivity along Route 7. This option provides the benefits of a fully redundant circuit while doing it at a reasonable cost when compared to other approaches.

Town of Wilton - Town-Wide Fiber Optic Network

	# of Paths Primary Nodes	# of Paths Schools & Comstock	Underground Every site has at least one underground path	Change from Option 1	BOE to TH Aerial along Rt 7			BOE to TH Buried Under Rt 7		
					Cost with Yankee Gas 	Cost 2 DPW, no Yankee Gas 	Cost 3 Contractor, no Yankee Gas 	Cost with Yankee Gas 	Cost2 DPW, no Yankee Gas 	Cost3 Contractor, no Yankee Gas 
Option 1 Fully redundant	2	2	YES	-	1,500,000	1,994,000	2,486,000	4,022,000	4,516,000	6,775,000
Option 2 Fully redundant Reuse 2 lengths of fiber at Middlebrook & Cider Mill. These backup links have 12 strands each.	2	2	YES	(31,000)	1,469,000	1,963,000	2,455,000	3,991,000	4,485,000	6,744,000
Option 3 Main nodes - redundant Schools & CS - not redundant	2	1	YES	(184,800)	1,315,200	1,809,200	2,301,200	3,837,200	4,331,200	6,590,200
Option L Leased fiber on poles, only 2 strands to each location, including primary nodes	2	varies folded	NO	(69,000)	1,431,000	n/a	n/a	n/a	n/a	n/a

Cost	Option				Contractor			Route 7	
	1	2	3	L	Yankee Gas	DPW - NO YG	Contractor - NO YG	Aerial	Buried
6,775,000	1						Contractor		Rt 7 Buried
6,744,000		2					Contractor		Rt 7 Buried
6,590,200			3				Contractor		Rt 7 Buried
4,516,000	1					DPW			Rt 7 Buried
4,485,000		2				DPW			Rt 7 Buried
4,331,200			3			DPW			Rt 7 Buried
4,022,000	1				YG				Rt 7 Buried
3,991,000		2			YG				Rt 7 Buried
3,837,200			3		YG				Rt 7 Buried
2,486,000	1						Contractor	Rt 7 Aerial	
2,455,000		2					Contractor	Rt 7 Aerial	
2,301,200			3				Contractor	Rt 7 Aerial	
1,994,000	1					DPW		Rt 7 Aerial	
1,963,000		2				DPW		Rt 7 Aerial	
1,809,200			3			DPW		Rt 7 Aerial	
1,500,000	1				YG			Rt 7 Aerial	
1,469,000		2			YG			Rt 7 Aerial	
1,431,000				L	YG				
1,315,200			3		YG			Rt 7 Aerial	