



STATE OF CONNECTICUT  
*CONNECTICUT SITING COUNCIL*

Ten Franklin Square, New Britain, CT 06051  
Phone: (860) 827-2935 Fax: (860) 827-2950  
E-Mail: [siting.council@ct.gov](mailto:siting.council@ct.gov)  
Web Site: [portal.ct.gov/csc](http://portal.ct.gov/csc)

**VIA ELECTRONIC MAIL**

August 5, 2021

Sarah Snell  
Site Acquisition Specialist  
1800 W. Park Drive  
Westborough, MA 01581  
[Sarah.snell@crowncastle.com](mailto:Sarah.snell@crowncastle.com)

RE: **EM-VER-146-210714** - Cellco Partnership d/b/a Verizon Wireless notice of intent to modify an existing telecommunications facility located at 197 South Street, Vernon, Connecticut.

Dear Ms. Snell:

The Connecticut Siting Council (Council) received a notice of intent to modify the above-referenced facility on July 14, 2021.

According to Section 16-50j-71 of the Regulations of Connecticut State Agencies, "...any modification, as defined in Section 16-50j-2a of the Regulations of Connecticut State Agencies, to an existing tower site, except as specified in Sections 16-50j-72 and 16-50j-88 of the Regulations of Connecticut State Agencies, may have a substantial adverse environmental effect."

Staff has reviewed this exempt modification request for completeness and has identified a deficiency in the request due to lack of notice. Crown Castle provided emails providing notice to the Chief Elected Official and underlying property owner; however, the Council issued memoranda on June 22, 2017 and July 12, 2021 to entities requesting exempt modifications requiring a copy of the entire notice and attachments be physically mailed to the chief elected official of the host municipality and the underlying property owner and proof of such mailing shall be submitted to the Council with the request for exempt modification. See attached.

The above referenced request for exempt modification lacks proof that the entire request for exempt modification was physically mailed to the Chief Elected Official and underlying property owner.

Therefore, the exempt modification request is incomplete at this time. The Council recommends that Crown Castle provide proof of proper notice of this exempt modification request to the Chief Elected Official and underlying property owner on or before September 7, 2021. If additional time is needed to gather the requested information, please submit a written request for an extension of time prior to September 7, 2021. **Please provide an electronic version and one hard copy of the requested information for the incomplete exempt modification to be rendered complete and processed. Please include the Council's exempt modification identification number referenced above with the submittal.**

This notice of incompleteness shall have the effect of tolling the Federal Communications Commission (FCC) 60-day timeframe in accordance with Paragraph 217 of the FCC Wireless Infrastructure Report and Order issued on October 21, 2014 (FCC 14-153).

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me at 860-827-2951.

Sincerely,

*s/ Melanie A. Bachman*

Melanie Bachman  
Executive Director

MAB/CMW/emr

Enclosures (2): June 22, 2017 & July 12, 2021 Memo to Carriers on proof of notice.



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VIA ELECTRONIC MAIL

### MEMORANDUM

To: Telecommunications Carriers and their Representatives

From: Melanie Bachman, Executive Director *MB*

Re: Exempt Modification/Tower Share Filing Notification

Date: June 22, 2017

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Pursuant to Regulations of Connecticut State Agencies § 16-50j-73 and §16-50j-88, the April 2013 *Filing Guide for Modification of Existing Telecommunications Facilities*, and the August 2013 *Tower Share Filing Guide*, notice in writing shall be provided to "the Council, the property owner of record... and the chief elected official" of the intent to modify or share an existing telecommunications facility" (see Attachments).

Effective immediately, **a copy of the notice and the attachments**, including, but not limited to, engineering drawings, structural analysis (the structural analysis report without tower data and calculation appendices is sufficient) and power density calculation of the request for an exempt modification or tower share shall be **physically mailed** to the chief elected official of the host municipality and underlying property owner where the existing telecommunications facility is located and proof of mailing shall be submitted to the Council with the request. Proof of mailing requires an acknowledgment from the carrier (United States Postal Service or private carrier such as UPS/FedEx) that a parcel was delivered to the recipient. **E-mail service is unacceptable.**

Thank you in advance for your cooperation.

Attachments: Altrio Investment Group, LLC correspondence, dated June 16, 2017  
City of Danbury email correspondence, dated June 8, 2017

MAB/FOC/laf

S:\ADMINISTRATION\General Correspondence\Internal\Internal\2017\2017-06-22\memobachman\_notice\_



Recipient	Christopher B. Fisher, Esq., AT&T	Mark Roberts, QC Development
List:	Ray Perry, Airosmith Development, Inc.	Tim Burks, SAI Communications
	Arthur Perkowski, Airosmith Development, Inc.	Rick Woods, SBA
	Alex Murshteyn, Centerline Communications	Kri Pelletier, SBA
	Michael Gentile, Centerline Communications	Peter Nute, SBA
	David Ford, Centerline Communications	Adam Brailard, Smartlink, LLC
	Adam Wolfey, Centerline Communications	David Barbagallo, Smartlink LLC
	Steve Levine, Centek Engineering, Inc.	Romina Kirchmaier, Smartlink LLC
	Jeff Barbadora, Crown Castle	Thomas J. Regan, Esq., Sprint
	Amanda Cornwall, Crown Castle	Sam Simons, T-Mobile
	Kimberly Myl, Crown Castle	Greg Shappy, Transcend Wireless
	Donna Neal, Crown Castle	Kyle Richers, Transcend Wireless
	Sarah Snell, Empire Telecom	Jennifer Ardis, Transcend Wireless
	Nicole Caplan, Empire Telecom	James Burgess, TRM, Inc.
	Jack Andrews, Empire Telecom	Jacqueline Clifford, TRM, Inc.
	Jennifer Iliades, Empire Telecom	Matt Burke, TRM, Inc.
	Melanie Howlett, HPC Wireless	Jon Ritter, TRM, Inc.
	Alex Giannaras, HPC Wireless	Kenneth C. Baldwin, Esq., Verizon Wireless
	Denise Sabo, Northeast Site Solutions	Eric Dahl, Vertical Development LLC
	Deborah Chase, Northeast Site Solutions	Jamie Ford, Vertical Development LLC
	Victoria Masse, Northeast Site Solutions	Matthew Bandle, Vertical Development LLC



21 Acorn Road  
Branford, CT  
06405

Phone: 203-481-3498  
Fax: 203-483-8804  
asecondino@asecondinoandson.com

## ALTRIO INVESTMENT GROUP, LLC

em-t-mobile-014-170523



June 16, 2017

Ms. Amanda Cornwall  
Crown Castle  
12 Gill Street, Suite 5800  
Woburn, MA 01801

**RE: T-Mobile Tower Modifications, 21 Acorn Road, Branford CT**  
**Reference Site # CTNH509A**

Dear Ms. Cornwall,

Please provide Altrio Investment Group (*Landlord and Property Owner*) with all pertinent documentation and information regarding modifications to the subject communication tower or ground lease area including structural analysis report, modification drawings, structural drawings, and drawings indicating T-Mobile equipment plans and elevations.

Please also notify all involved parties that any holes or penetrations in the building envelope are to be performed by the Landlord, Altrio Investment Group LLC and will be billed to the responsible parties.

Best regards,

Alfred J. Secondino  
Managing Member

CC: Melanie A Bachman, CT Siting Council, Executive Director  
File

**Cunliffe, Fred**

**From:** Bachman, Melanie  
**Sent:** Thursday, June 08, 2017 3:35 PM  
**To:** Deborah Chase  
**Cc:** Sheldon Freinle; Denise Sabo; Victoria Masse  
**Subject:** RE: 41 Padanaram Road, Danbury CT 06811 (CT11896A L1900) T-Mobile Antenna EM Application

Good afternoon,

I received a call from Robin Edwards, Corporation Counsel for the City of Danbury. She was concerned about how notice of this request was provided to the City and indicated that it appeared the request was submitted through their "311 service?" From their website, this appears to be a City Service Request Form. I snipped the link to it below for your convenience. The cover letter indicates that a copy was sent to the Mayor and the Director of Planning. Could someone please confirm that a copy of the letter was actually sent rather than submitted to the "311 service" when you have a chance?

Thanks,

### Resources



Melanie A. Bachman, Esq.  
Executive Director/Staff Attorney  
Connecticut Siting Council  
10 Franklin Square  
New Britain, CT 06051  
860-827-2951



**CONFIDENTIAL INFORMATION:** This document contains information that is confidential under the Freedom of Information Act. It is to be controlled, stored, handled, transmitted, and disposed of in accordance with the policies and procedures of the Connecticut Siting Council. It is not to be released to the public without the express written approval of the Connecticut Siting Council. If you are not an authorized user, please do not open, print, copy, or otherwise use this document. If you are an authorized user, please do not release this information to the public without the express written approval of the Connecticut Siting Council.

**From:** Deborah Chase [mailto:deborah@northeastitesolutions.com]  
**Sent:** Friday, May 26, 2017 3:12 PM  
**To:** CSC-DL Siting Council <Siting.Council@ct.gov>; Bachman, Melanie <Melanie.Bachman@ct.gov>; Mathews, Lisa A <Lisa.A.Mathews@ct.gov>  
**Cc:** Sheldon Freinle <sheldon@northeastitesolutions.com>; Denise Sabo <denise@northeastitesolutions.com>; Victoria Masse <victoria@northeastitesolutions.com>  
**Subject:** 41 Padanaram Road, Danbury CT 06811 (CT11896A L1900) T-Mobile Antenna EM Application

Siting Council,

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Enclosed please find the Notice of Exempt Modification package from Northeast Site Solutions on behalf of T-Mobile in connection with the above-referenced site.

We are mailing the original and two (2) copies to your office.

Please let me know if you have any questions or problems with the attachment.

Sincerely,

**Deborah Chase**  
Senior Project Coordinator & Analyst  
Mobile: 860-490-8839



Save a tree. Recycle. Reuse. Recycle.



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VIA ELECTRONIC MAIL

July 12, 2021

TO: Telecommunications Industry Representatives

FROM: Melanie A. Bachman, Executive Director *MAB*

RE: Exempt Modification/Tower Share Filings

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Pursuant to Regulations of Connecticut State Agencies § 16-50j-73 and §16-50j-88, the April 2013 *Filing Guide for Modification of Existing Telecommunications Facilities*, and the August 2013 *Tower Share Filing Guide*, notice in writing shall be provided to "the Council, the property owner of record... and the chief elected official" of the intent to modify or share an existing telecommunications facility."

The Town of Plainfield notified the Council that an exempt modification request and a copy of the Council's June 14, 2021 decision on the request was received by the Town without explanation on July 6, 2021 with a FedEx shipping label dated May 21, 2021. The Town was not provided written notice of the request as required by the regulations and filing guides.

On June 22, 2017, the Council informed requesting entities by memorandum that a copy of the notice and the attachments of the request for exempt modification or tower share ***shall be physically mailed to the chief elected official of the host municipality*** and underlying property owner where the existing telecommunications facility is located and ***proof of mailing shall be submitted to the Council with the request.***

***Proof of mailing requires an acknowledgment from the carrier (United States Postal Service or private carrier such as UPS/FedEx) that a parcel was sent to the recipient.*** A printed shipping label without evidence that the parcel was actually mailed on a specific date is unacceptable.

Pursuant to Sections 16-50j-39a and 16-50j-90, no request shall be processed unless proof of mailing is submitted to the Council with the request.

Thank you in advance for your cooperation.