

DRAFT

REGULAR FACILITIES & TECHNOLOGY COMMITTEE

Litchfield Board of Education

Monday, March 21, 2016, Central Office Conference Room, 6:30 p.m.

A regular meeting of the Litchfield Board of Education Facilities & Technology Committee was held on Monday, March 21, 2016 at 6:35 p.m. in the Central Office Conference Room.

Members Present: Mr. Bongiorno (Chair) and Mr. Shuhi

Member Absent: Mr. Waugh

Also Present: Mr. Fiorillo and Ms. Terry

Approval of Minutes

MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi: to approve the minutes of the regular meetings of December 14, 2015 and January 19, 2016 as written.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Communications – none.

Public Participation – none.

Facilities Update – David Fiorillo gave a short update on the facilities. Full update next meeting by Len Fasano.

Technology Update – Jamie Terry discussed the inventory, state of the Tech Department and its upcoming projects.

New Business

- a. Town Summer Facilities Work – tabled until next meeting.
- b. SPED Records Retention Software – electronic filing of sensitive records. Agree to the need of the software. Mr. Shuhi was concerned about the future cost.
- c. Contracts:
 - i. Oil Contract – Discussed, approved as presented.
 - ii. Transportation Contract – Discussion related to procurement policy, approved as presented.
 - iii. Greenleaf Contract – Discussed, already approved by the BOE. Bring forward to the BOF and BOS.
 - iv. Energy Contract – Discussed, okay to use a 3 year rolling hedge model.
- d. Intermediate School Sally-Port – David Fiorillo discussed the need and benefits of the Sally-Port. All agreed it was a good idea. Recommend taking this item before the BOE.

Old Business – none

Future Agenda Items – none

MOTION made by Mr. Bongiorno and seconded by Mr. Shuhi: to adjourn the meeting at 7:45 p.m.

MOTION carried. All votes were in the affirmative. There were no abstentions.

Respectfully Submitted
John Bongiorno
Chair