

DRAFT

REGULAR MEETING – FINANCE, FACILITIES AND TECHNOLOGY COMMITTEE
Litchfield Board of Education
Monday, May 20, 2013, Central Office Conference Room 6:30 p.m.

A regular meeting of the Litchfield Board of Education Finance, Facilities and Technology Committee was held on Monday, May 20, 2013 at 6:33 p.m. in the Central Office Conference Room.

Members Present: Mr. Bongiorno (co-chair), Mr. Shuhi (co-chair), Ms. Fabbri, and Mr. Falcetti.
Also Present: Dr. Wheeler, Mr. Lathrop, Mr. Brennan, Mr. Simone and the public.

Approval of Minutes

MOTION made by Mr. Shuhi and seconded by Ms. Fabbri: to approve the minutes of the regular meeting of April 22, 2013 as written.

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

Communications

- Mr. Falcetti shared that a resident was concerned about the upper grassy level overlooking the L.H.S. baseball field has now been made a “No Parking” zone. Dr. Wheeler asked that he refer the resident to the resident trooper’s office.

Public Comment - none

Old Business - none

New Business

- a. Financial Report – reviewed report dated April 30, 2013. Budget Balance: \$599,936.03
- b. Update on OCR Corrective Action Plan – majority of improvements done, front entrance ramp, work at Plumb Hill fields and baseball field paths remain incomplete.
- c. Department of Public Health – Asbestos Compliance Review – additional testing was suggested, written report is forthcoming.
- d. Document Retention Process – working on the documents, re-boxing documents, shower drains in lower level of L.I.S. need work by Town of Litchfield.
- e. Update on Bid Process – AV Studio and Distribution Equipment bids went out, U.P.S. bid out, Photo Copier – 5 vendors interested, Food Service – walk through this Thursday.
- f. Facilities Update – Stan Mar no longer cleaning schools, tennis courts being used, alarm systems being worked on, further discussions with Town are necessary in some areas.
- g. J.K. Energy – need to get on Planning and Zoning agenda.

Technology

- a. Update – air conditioner in closet worked on.
- b. Wireless Project Update – system is fine
- c. BYOD and Filtering – discussed how controls can be put in place, filtering devices can be purchased, will be worked on this summer, using Sonic Wall.

Future Agenda Items

- a. Maintenance – end of school year summary
- b. Device Evaluations
- c. Filtering
- d. Summer Purchasing

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to adjourn the meeting at 8:05 p.m.

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

Respectfully Submitted
Donald R. Falcetti
Board of Education