

**Litchfield Town Facilities Committee  
Litchfield Intermediate School  
Regular Meeting  
November 24, 2015**

A Regular Meeting of the Litchfield Town Facilities Committee was held at the Litchfield Intermediate School on Tuesday, November 24, 2015 at 7pm.

**Present:** William J. Buckley, Chairman; Lynne Brickley, Ann Combs, Mitchell Fishman, Robert Petricone, Gary Waugh, Jeffery Zullo, and Alternate Lisa Losee.

**Absent:** John Langer, Vice Chairman; Peter Ebersol, David T. Wilson and Alternate Edgar Auchincloss.

**Public Present:** John Martin, Lisa Bauer, John McKenna, John Bongiorno, First Selectman Leo Paul, Diane Wilson and Lynn Stone.

**Call to Order:** Chairman Buckley called the meeting to order at 7:03pm.

**Public Comment:**

1. John Bongiorno, 205 Old South Road, stated that the Board of Education voted to authorize Superintendent Lynn McMullin to compose a Request for Proposal for school needs.
2. Diane Wilson, 138 West Street, spoke regarding the importance of quality schools.

Vice Chairman John Langer appeared briefly at the meeting and excused himself. Notes were also receiving excusing Mr. Auchincloss, Mr. Ebersol, and Mr. Wilson from the meeting.

**Approval of Minutes:** Ms. Brickley made a motion to approve the minutes of the October 28, 2015 meeting. Ms. Losee seconded the motion which was unanimously approved.

**Green Team:** Mr. Zullo reported that an Eversource auditor reviewed Litchfield Intermediate School earlier in the day. Information collected about lighting and energy use will be analyzed and a report will be developed. All three Litchfield schools, the town hall, the Bantam annex and the Public Works Building were also analyzed and will receive an Energy Utilization Index.

The Green Team plans to present a Municipal Action Plan in early 2016. Grants are being pursued for immediate changes from fluorescent to LED lighting.

**Contract with Courthouse and Post Office:** First Selectman Leo Paul reported that the contract for the courthouse's location was originally for five years but was last signed around 2003. The court house must give 90 days notice prior to vacating the building. A new contract for the post office's location is being reviewed.

**Schools update:** Mr. Waugh reviewed a draft bid invitation for a study regarding potential future consolidation of Litchfield schools. It was noted that the Bantam school also needs to be considered for inclusion in studies. Mr. Waugh will email a copy of the draft bid invitation to the Committee. Accuracy of population projections was discussed. It was noted that quality of education must be maintained regardless of school population size, and that adequate facilities must be provided so the Board of Education can provide the desired curriculum. The bid

invitation and study will be discussed further at the December Town Facilities Committee meeting. It was suggested that requirements given to a consultant not be too specific, to allow comprehensive consideration of options.

**Consultant Interviews:** Architect John Martin will submit a proposal outlining his coordination with a town consultant.

Mr. Zullo made a motion to approve an invoice for \$140 to be paid to Alissa Bumstead for recording secretary duties. Ms. Brickley seconded the motion which was unanimously approved.

**Adjournment:** Chairman Buckley adjourned the meeting at 8:24pm on a motion by Mr. Waugh, seconded by Ms. Brickley and unanimously approved.

Respectfully submitted,

Alissa Bumstead  
Recording Secretary