

**REGULAR MEETING – FACILITIES AND TECHNOLOGY COMMITTEE**  
**Litchfield Board of Education**  
**Monday, November 22, 2010, Central Office Conference Room, 6:30 p.m.**

A regular meeting of the Litchfield Board of Education Facilities and Technology Sub-Committee was held on Monday, November 22, 2010 at 6:30 p.m. in the Central Office Conference Room.

Members Present: Mr. Shuhi (chair), Ms. Fabbri and Mr. Falcetti

Also Present: Dr. Wheeler, Mr. Crowe, Mr. Buccitelli, Mr. Zullo (6:40 p.m.) and Ms. Moore (6:43 p.m.).

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to approve the minutes of the October 18, 2010 regular meeting as amended: paragraph one change the date from September 27, 2010 to October 18, 2010 and under “Old Business” change kiln at LIS will move to kiln at LIS may move.

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

**Communications** - none

**Public Comment** - none

**Old Business**

- a. Center School sidewalk needs repair. Mr. Crowe has discussed with Mr. Healy and repairs are scheduled for spring 2011.

**New Business**

- a. Fibertech Lease Agreement – legal review of the contract took place, disruption of service of more than 120 hours of service was reviewed, total liability of either party is limited to total amount of contract, Fibertech did not agree to these two items.
- b. Convection Oven – one of two ovens at Center School failed, two switches were found and the oven was repaired; parts will no longer be available.

**Technology** - none

**Strategic Plan Discussion**

- a. Maintenance Practices – reviewed proposal by town to assume all custodial and maintenance responsibilities including cross training staff and financial savings, several scenarios continue to be on the table; custodian staffing of the schools was examined for

daytime and nighttime, outside services are about 35 hours per week; each school has only one daytime custodian; district holds that a school cannot be left without custodial staff; discussed annual review of the existing maintenance agreement.

**Future Agenda Items –**

- a. Technology – Practices and Efficiencies for the December 20, 2010 agenda.

MOTION made by Ms. Fabbri and seconded by Mr. Falcetti: to adjourn the meeting at 7:20 p.m.

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

Respectfully Submitted  
Donald R. Falcetti  
Board of Education