

**REGULAR MEETING – FACILITIES AND TECHNOLOGY COMMITTEE**  
**Litchfield Board of Education**  
**Monday, July 19, 2010, Central Office Conference Room, 6:30 p.m.**

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A regular meeting of the Litchfield Board of Education Facilities and Technology Sub-Committee was held on Monday, July 19, 2010 at 6:30 p.m. in the Central Office Conference Room.

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

Also Present: Mr. Zaremski, Mr. Buccitelli, Mr. Simone, Mr. Crowe and Mr. Katzin

MOTION made by Mrs. Fabbri and seconded by Mr. Falcetti: to approve the minutes of the April 19, 2010 regular meeting and May 10, 2010 special meeting minutes.

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

**Communications** - none

**Public Comment** - none

**Old Business**

- a. Summer Projects -Going well in all buildings, town projects are in various stages, Center School playscape is on target.
- b. Maintenance Plan Update - Town did not respond regarding other towns with Maintenance Agreements, Facilities and Technology Committee will work on maintenance agreement.

**New Business**

- a. Policy # 9500 – Philosophy and Bylaws of the Board of Education – add technology to list of duties, will send suggestions to Dr. Wheeler and Policy Committee.
- b. Gift from Music Parents – air conditioning of Choral Room, swap unit from Library and put in Choral Room, music parents will donate \$2500, will request additional funds from Finance Committee for \$2,250.
- c. LIS – Mail Sorting Space – need for more office space for school based counseling services; mail sorting area will be in gym lobby and the postage meter will be secured when not in use.
- d. Graduation Risers – used for graduation only, in unsafe condition, expensive to get to Warner Theater (and remove), problem will go to full Board of Education.

**Technology – Update on any current or outstanding matters** – full update will be presented in September.

**Strategic Plan Discussion** – long term planning responsibilities, use of present buildings should be discussed, ideas for future use of technology, examine maintenance practices, these items will be on the next Facilities and Technology Committee agenda.

**Future Agenda Items** – none.

MOTION made by Mr. Falcetti and seconded by Mrs. Fabbri: to adjourn the meeting at 7:15 p.m.

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

Respectfully Submitted  
Donald R. Falcetti  
Board of Education