

**REGULAR MEETING – FINANCE, FACILITIES AND TECHNOLOGY COMMITTEE**  
**Litchfield Board of Education**  
**Monday, October 21, 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, October 21, 2013 at 6:32 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 and the public.

**Approval of Minutes**

MOTION made by Mr. Falcetti and seconded by Mr. Bongiorno: to approve the minutes of the regular meeting of September 16, 2013.

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

**Communications**

- Email addressing insurance fees from Mr. & Mrs. J. Tiul to Ms. Carr.

**Public Participation**

- Adam Sobek – discussed laptop protection.

MOTION made by Ms. Fabbri and seconded by Mr. Bongiorno: to added agenda item 5C Laptop Insurance Support Agreement and move Section 218 Plan to 5D.

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

**Old Business**

- a. Lights: installed as planned, almost complete. L.H.S. parking area lights were turned down by CL&P.
- b. Filtering: Federal Government requires filtering the internet, State of Connecticut filter can be used, or own filter can be purchased, filters can have reporting tools, filtering in school can be improved, discussed filtering for school devices being used at home and pricing to accomplish this.
- c. Laptop Policy – Fees & Insurance: reviewed policy now being used, discussed opt-outs of policy, fee was to cover items not warrantied, reviewed Laptop Insurance/Support Agreements, table insurance reviewed also, policy should be re-worked to clear up the term “insurance” to clarify policy for the public.
- d. Section 218 Plan – Alternative to Social Security Program: reviewed employees who would be eligible, a government entitlement, present employees can opt out, new employees will come under the program.

**New Business**

- a. Financial Report: end of year position unexpended funds are \$211,123 as of 9/3/2013, reviewed expenditure report for 2013-2014.
- b. Bid Specifications L.H.S. Devices: draft of the spec presented to Committee for review.
- c. 2014-2015 Budget Development Timeline: was reviewed, starts October 23, 2013 and ends May 8, 2014 at Town Meeting.
- d. Capital Discussion: Fiscal Year 2014-2105 – compared new and old capital requests. Mr. Lathrop and Mr. Bongiorno will request a meeting with Mr. Healy to review.
- e. Food Service Revenue Update: discussed revenue thus far this year, loss of \$24K in first month, this meets projections.

**Technology** - none

**Future Agenda Items**

- a. Procedures for purchasing
- b. Principals' report on maintenance
- c. Invite Mr. Tofuri to meeting for facilities update.

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to go into Executive Session to discuss negotiations at 8:22 p.m.

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

Present were: Mr. Bongiorno (co-chair), Mr. Shuhi (co-chair), Ms. Fabbri and Mr. Falcetti.

Dr. Wheeler and Jason Lathrop were invited to attend.

Returned to public session at 8:27 p.m.

No action was taken.

MOTION made by Mr. Falcetti and seconded by Ms. Fabbri: to adjourn the meeting at 8:29 p.m.

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

Respectfully Submitted  
Donald R. Falcetti  
Board of Education