

Litchfield Board of Education  
Special Meeting Minutes  
September 21, 2023

Joint Meeting  
Facilities & Technology & Finance Committees

I. Call to Order The Facilities & Technology & Finance Committee meeting held at Litchfield Intermediate School and remote was called to order at 6:31 p.m. by Mr. Shuhi.

Members present: Mr. Shuhi, Chair Facilities & Technology Committee, Mr. Clock, Chair, Finance Committee, Ms. Stone, and Mr. Morosani. Also present: Mr. Leone, Superintendent, Ms. Della Volpe, Assistant Superintendent, Mr. Terzian, Ms. Stone, and Mrs. Smith, K-12 Humanities Coordinator.

II. Approval of Minutes

- a. Review the minutes of the Facilities & Technology & Finance Committee meeting of August 17, 2023  
Ms. Stone made a motion to approve the Facilities & Technology & Finance Committee minutes of August 17, 2023. Mr. Terzian seconded the motion. The motion passed unanimously.

III. Communications

None

IV. Public Participation

None

V. Old Business

None

VI. New Business

a. Disposal of Vehicle

Mr. Leone commented the 2007 Chevrolet that has been in the district for 16 years and has not passed inspection due to several issues. The district is currently looking to scrap this vehicle. A Region 6 vehicle will be used to fill the gap due to the loss of use of this vehicle. This is also an Action Item for BOE approval at its meeting later in the evening.

b. Food Rescue US Agreement

Mr. Leone presented the Food Rescue US agreement between Litchfield Public Schools and Region 6. This agreement allows Food Rescue US to pick up and distribute any excess unused foods from the district schools and distribute them to social service organizations in close proximity to our towns. Mr. Leone shared that the agreement was passed by the Region 6 Board of Education at its meeting

on September 11, 2023, and closed by sharing this is an Action Item at the Board meeting later in the evening.

c. Budget Update 2023-2024

Mr. Leone provided the Budget Update 2023-2024 commenting on no change in revenue. On the expense side, the district continues to monitor Classified Salaries for long-term absences, and substitute needs. Mr. Leone will have a better understanding of any negative impacts in the October and November timeframe and anticipates any impact can be offset by realized savings in Certified Salaries and Employee Benefits.

VII. Future Agenda Items

While Mr. Leone had no future agenda items for the next meeting he did take a moment to provide the committee with a property transfer update for Region 6 and Litchfield to the new Region 20.

VIII. Adjournment There being no further business to come before this committee **Mr. Clock made a motion to adjourn. Ms. Stone seconded the motion. The motion passed unanimously.** The meeting adjourned at 6:43 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem