

Litchfield Board of Education
Special Meeting Minutes
November 2, 2023

Joint Meeting
Facilities & Technology & Finance Committees

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

Members present: Mr. Clock, Chair, Finance Committee, Ms. Stone, Mr. Breslin, and Mr. Morosani. Also present: Mr. Leone, Superintendent, Mr. Terzian, and Mrs. Smith, K-12 Humanities Coordinator.

II. Approval of Minutes

- a. Review the minutes of the Facilities & Technology & Finance Committee meeting of September 21, 2023
Mr. Morosani made a motion to approve the Facilities & Technology & Finance Committee minutes of September 21, 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. Reflective Film Installation

Mr. Leone commented there was some discrepancy that dates back about five or six years in that some of the film used on the building windows were tint and not reflective. The proposal included in the committee packet, to replace all tint film with reflective film, was reviewed at the Security and Safety Committee meeting and recommended to bring this proposal to the Board for approval. Mr. Leone added, there are funds available in the budget to cover this expense and this is an Action Item at the Board of Education meeting later in the evening. The committee supports this proposal.

- b. Cost Sharing of Survey Fees for Region 2

The town of Litchfield is required to transfer property to Region 20 by July 1, 2024, in doing so they must complete a survey of the property. The town does not have a survey of the properties for the Litchfield Middle and High School, Litchfield Intermediate School, and Litchfield Center School. This is also going to require some easements to be drawn in because the solar property will be

remaining with the town. The town has requested that the survey costs be shared with the school district at 50%. The cost to the school district would be \$16,625. This does fall within contingency and is recommended for approval. This is an Action Item at the Board of Education meeting later in the evening. The committee supports this request.

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 has potential savings under Certified Salaries. There were two resignations, an English teacher and a Guidance Counselor. The district did not need to backfill these positions heading into Region 20, so there is savings. The district continues to monitor long-term absences, as there will be a need for long-term subs for the second half of this year.

VII. Future Agenda Items
None

VIII. Adjournment There being no further business to come before this committee **Mr. Morosani made a motion to adjourn. Mr. Terzian seconded the motion. The motion passed unanimously.** The meeting adjourned at 6:40 p.m.

Respectfully submitted,
Christine Escobar
Secretary, pro-tem