

Wachusett Regional High School Building Committee  
Minutes  
October 28, 2003

Attendees:

Catherine Collins  
Duncan Leith  
Maria Millett  
Michael Tsotsis  
John Rokicki, Chair  
Ralph Rondinone

Thomas Pandiscio, Principal, WRHS  
Steven Penka, WRSD  
James Watterson, URS  
Roger Holt, SHR  
Bill Ryder, SHR

Meeting began at 6:04p.m.

*Public Hearing*

No members of the general public wished to address the committee.

*Approval of Minutes*

**Motion:** Approve meeting minutes from September 30<sup>th</sup>, 2003 (Mike, Ralph)  
Approved unanimously.

**Motion:** Approve meeting minutes from October 15<sup>th</sup>, 2003 (Mike, Maria)  
Approved unanimously (Cathy abstained).

*Payment Authorizations*

**Motion:** To approve the payment of \$155,601.39 to SHR. (Invoice # 13) (Ralph, Mike)  
Approved unanimously.

Steve presented the committee with the actual bill for the delivery and storage of donated equipment from Intel Corp. The committee had previously set a limit not to exceed \$10,000 to perform the work.

**Motion:** To approve the payment of \$9,827.00 to Wachusett Regional School District.  
(Maria, Duncan)  
Approved unanimously.

*New Business*

Steve asked that the committee work with SHR and URS to develop a process by which change orders are reviewed and approved. The contract with SHR requires Superintendent approval of any change orders, but the Superintendent has asked for a



Steve reported that a purchase order will be generated to move the field stabilization work forward approved at the last meeting. Copies of the three bids solicited by SHR were necessary to complete the process of issuing a purchase order and those copies have since been received-

Work on the courtyard swing space is still ongoing, but is gated by the Planning Board review process and the need to have the SBA approval letter issued prior to awarding of any contracts. That approval letter is still outstanding, but Christine Lynch has notified SHR verbally that if length of their review to determine approval and ranking has an adverse effect on the issuance of contracts that they will send a letter with approval without ranking so that contracts can be awarded and then follow-up with the ranking.

Roger stated that everything is still on schedule relative to our newly adopted schedule.

Bill and Roger displayed and reviewed the building and site scale models with the committee. The consensus was that the models were quite beautiful and allow for a better visualization of the project, beyond two-dimensional drawings.

#### *Next Meeting*

The next meeting will be November 18<sup>th</sup> at 6:00 at WRHS Media Center. This is a change and will adjourn early to attend the Holden Planning Board meeting.

The subsequent meeting will be December 9<sup>th</sup> at 6:00 at WRHS Media Center.

#### *Adjourn*

**Motion:** To adjourn (Mike, Cathy)  
Approved unanimously.

Meeting adjourned: 7:40pm.

Respectfully submitted,

John Rokicki, recording secretary