

Wachusett Regional High School  
Building Committee  
Minutes  
December 13, 2006

In attendance: Duncan Leith, Jack Brennan, Kelly Maxwell, Emerson Wheeler, Eugene Raymond (SHR), Jonathan Van Vliet (URS), Susan Sullivan, Director of Human Resources, and Thomas Pandiscio, Superintendent. Holden Selectman Kenneth O'Brien was also in attendance.

I. Call to Order

Chair Duncan Leith called the meeting to order at 6:05 PM.

II. Approval of Minutes

- a. Motion: To approve the minutes of the November 8, 2006 Executive Session, not to be released until the matter is concluded  
(E. Wheeler)  
(J. Brennan)

Motion passed unanimously.

- b. Motion: To approve the minutes of the November 29, 2006 meeting  
(J. Brennan)  
(E. Wheeler)

Motion passed unanimously.

III. Construction Manager Update

Jonathan VanVliet updated the Committee on the status of the project. He reported that the G-Tech area is a month away from completion. The auditorium is well underway; the structural steel is being erected in D-Building and hopefully the roof will be on prior to the cold weather starting. The football field needs to be dried out prior to the installation of the artificial turf. Pytko has been working on a path to the upper field and dressing up the site. Jonathan reported that TLT had never pumped silt into the sub system. On one occasion there was untreated water put into the sewer system but not in the attenuation basin.

IV. Architect update

Gene Raymond continued with the update on the project. He reported that TLT had submitted two requisitions, one regular and one for release of retainage. The Committee agreed by consensus that no release of the retainage will be done until the punchlist has been monetized and then completed. Gene Raymond reported that he is still working on the punchlist and is working closely with Suzanne Breen to make sure that it is accurate.

Tom Pandiscio reported that the meeting with DEP/DCR went well. There is still some stabilization necessary prior to winter.

Tom Pandiscio also reported that there is a problem with the steel lining up with the existing building.

- a. General Contractor review
- b. CCD's Processed

The Committee briefly reviewed the following CCD, which was processed since the last meeting:

- i. CCD #269R2

- c. Correspondence

V. Authorizations – F& E Purchases/Invoices

- a. F&E Purchases – T. Pandiscio

- i. Motion: To approve the purchase of additional storage for Spaceworks furniture from Office Resources in the amount of \$8,250

(K. Maxwell)  
(J. Brennan)

Motion passed unanimously.

- ii. Motion: To approve the additional delivery charge for splitting delivery from Robert Lord in the amount of \$4,300 to be charged back to TLT

(J. Brennan)  
(K. Maxwell)

Motion passed unanimously.

- iii. Motion: To approve the purchase of microwave ovens for foods classes from Nasco in the amount of \$764.95.

(K. Maxwell)  
(J. Brennan)

Motion passed unanimously.

- b. Invoices

Motion: To approve payment of the following:

- i. Spaceworks – \$2,196.51 (furniture)
- ii. Océ - \$17,338.00 (copier)display case)
- iii. M-F Athletic – \$856.00 (track & field supplies)
- iv. New England Office Supply – \$1,225.20 (furniture)
- v. Worcester Truck Company, Inc. – \$200.00 (storage charges)
- vi. Mobile Storage Group – \$150.00
  - a. Invoice #1592301-001 – \$75.00 (storage trailer #5759 – WRHS – November)
  - b. Invoice #1592301-002 – \$75.00 (storage trailer #5759 – WRHS – December)
- vii. Apple – \$26,427.25 (IMAC)
  - a. Invoice #9245432601 – \$5,034.05 (computer)

- b. Invoice #9245169038 – \$1,257.00 (computer)
- c. Invoice #9245223082 – \$20,136.20 (computers)
- x. Robert H. Lord – \$59,809.82 (furniture)
  - a. Invoice #23704D A – \$9,761.00
  - b. Invoice #23704H A – \$45,706.08
  - c. Invoice #23704J A – \$4,342.74

(E. Wheeler)  
(J. Brennan)

Motion passed unanimously.

Motion: To approve Requisition #34 from TLT in the amount of \$1,168,977.18.

(J. Brennan)  
(E. Wheeler)

Motion passed unanimously.

VI. Building Committee Issues

Updated Building Committee Schedule

The schedule was reviewed by the Committee. All meetings will be held in the Curriculum Center at the Central Office.

VII. Budget

VIII. Old Business

IX. New Business

X. Adjournment

Motion: To adjourn.

(K. Maxwell)  
(J. Brennan)

Motion passed unanimously.

The meeting adjourned at 7:10 PM.

Respectfully submitted,

Susan H. Sullivan  
Director of Human Resources