

Wachusett Regional High School
Building Committee
Minutes
November 29, 2007

In attendance: Duncan Leith, Chair, John Brennan, Maria Millett, Emerson Wheeler, David White, Ex-Officio, Eugene Raymond, (SHR), Michael McLarney (URS), Susan Sullivan, Director of Human Resources, and Thomas Pandiscio, Superintendent.

I. Call to Order

Chair Duncan Leith called the meeting to order at 6:13 PM.

II. Public Hearing

No one from the public wished to speak.

III. Approval of Minutes

- a. Motion: To approve the minutes of the November 7, 2007 meeting
(J. Brennan)
(E. Wheeler)

Motion approved unanimously.

IV. Architect update

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

The following CCD's, processed since the last meeting, were reviewed.

CCD #349R	CCD #397
CCD #355R2	CCD #398
CCD #388R	CCD #399
CCD #392R	CCD #400
CCD #393	CCD #401R
CCD #394	CCD #402
CCD #395	
CCD #396	

- c. Correspondence

V. Construction Manager Update

Mike McLarney reviewed the Changeorders. Susan Sullivan was to confirm that the credit changeorder was approved by the Committee. The Changeorders presented needed further review.

Mike McLarney reported that there was progress. The District would be moving into the first floor of E Building. There are still some doors to be hung, some floors to be finished, some partitions still need to be removed. Mike McLarney reported that the paving has been delayed due to the modulars not all being removed. The paving in the back is supposed to be started on Saturday, December 1st. There will be an additional CCD to crown the driveway and should be around \$6-7,000. Hopefully the tennis court will be paved as well on December 1st. The drainage has been installed in the tennis court.

Member Emerson Wheeler expressed concern that he had toured the building and that some of the rooms that need finishing have not been touched in months.

The Auditorium stage needs some work; the floor still needs to be finished correctly. The elevator was to be inspected in the next couple of days.

a. Schedule Update

There was no update on the schedule.

b. Erosion Control Update

- i. Correspondence from DCR – *Notice of Completion for Variance Decision WA 2004-074 Project Adventure Course*

This was provided for informational purposes.

c. Issues List/Correspondence

d. Other

VI. Authorizations – F F & E Purchases/Invoices

a. F F&E Purchases

- i. Motion: To approve the purchase from Holland & Knight LLP in the amount of \$10,000 for retainer for legal services

(J. Brennan)
(E. Wheeler)

Motion passed unanimously.

- ii. Motion: To approve the purchase from W.B. Mason in the amount of \$311.92 for storage containers
(E. Wheeler)
(J. Brennan)
Motion passed unanimously.
- iii. Motion: To approve the purchase from New England Track and Field in the amount of \$650.00 for 400m hurdle marks on track
(J. Brennan)
(M. Millett)
Motion passed unanimously.
- iv. Motion: To approve the purchase from Metropolitan Telephone – \$6,000 for final installation in the amount of extension of contract due to phasing
(E. Wheeler)
(J. Brennan)
Motion passed unanimously.
- v. Motion: To approve the purchase from Apple Storage Trailers in the amount of 1,161.00 for storage trailers, to be deducted from the next requisition
(E. Wheeler)
(J. Brennan)
Motion passed unanimously.

b. Invoices

- i. Motion: To approve payment to Robert H. Lord in the amount of \$25,061.64 for the following invoices:
 - a. Invoice #23704F A – \$14,233.56 for furniture
 - b. Invoice #23704K A – \$10,828.08 for furniture
(E. Wheeler)
(J. Brennan)Motion passed unanimously.
- ii. Motion: To approve payment to Worcester Glass in the amount of \$3,588.00 for mirrors
(E. Wheeler)
(J. Brennan)
Motion passed unanimously.
- iii. Motion: To approve payment to Performance Plus in the amount of \$7,522.00 for Rubber Flooring
(E. Wheeler)
(M. Millett)
Motion passed unanimously.

- iv. Motion: To approve payment to Apple, Inc. in the amount of \$18,548.49
- a. Invoice #9263003210 – \$13,921.08 for technology equipment
 - b. Invoice #9263003211 – \$634.14 for technology equipment
 - c. Invoice #9263013494 – \$3,993.27 for technology equipment

(J. Brennan)
(E. Wheeler)

Motion passed unanimously.

- v. Motion: To approve payment to Mobile Storage Group in the amount of \$75.00 for storage

(J. Brennan)
(M. Millett)

Motion passed unanimously.

- vi. Motion: To approve payment to Diamond Athletic Turf, Inc. in the amount of \$651.20 for Holden field work

(J. Brennan)
(E. Wheeler)

Motion passed unanimously.

Chair Duncan Leith reported that he would write a letter to the Member Towns to thank the Towns for the use of various fields.

- vii. Motion: To approve payment to Office Resources in the amount of \$14,400

- a. Invoice #59536 – \$4,800.00 for storage
- b. Invoice #59537 – \$4,800.00 for storage
- c. Invoice #59562 – \$4,800.00 for storage

(J. Brennan)
(E. Wheeler)

Motion passed unanimously.

- viii. Motion: To approve payment to Coghlin in the amount of \$98,578.98 (monthly invoice)

(J. Brennan)
(E. Wheeler)

Motion passed unanimously.

- ix. Motion: To approve payment to URS in the amount of \$16,500 for monthly invoice
(J. Brennan)
(E. Wheeler)
Motion passed unanimously.
- x. Motion: To approve payment to URS in the amount of \$21,671.55 for reimbursable expenses
(J. Brennan)
(M. Millett)
Motion passed unanimously.
- xi. Motion: To approve payment to URS in the amount of \$4,399.90 for Graves Engineering
(J. Brennan)
(E. Wheeler)
Motion passed unanimously.
- xii. Motion: To approve payment to URS in the amount of \$6,435.00 for Huntress
(J. Brennan)
(M. Millett)
Motion passed unanimously.
- xiii. Motion: To approve payment to SHR in the amount of \$20,000 to be paid as follows:
SHR \$17,548.75
SHR & Garcia Galuska & DeSousa \$ 2,451.25
(J. Brennan)
(E. Wheeler)
Motion passed unanimously.
- xiv. Motion: To approve payment to SHR in the amount of \$11,750.00 for additional architectural services
(E. Wheeler)
(J. Brennan)
Motion passed unanimously.

VII. Building Committee Issues

a. Correspondence

- i. Correspondence from Sullivan & Narey Construction Company, Inc., dated November 9, 2007 – Demand for Direct Payment

This was provided for informational purposes.

- ii. Correspondence from Sullivan & Narey Construction Company, Inc., dated November 21, 2007 – Response to TLT's Response to Demand for Direct Payment

This was provided for informational purposes.

- iii. Correspondence from TGP to Sullivan & Narey Construction Company, Inc., dated November 27, 2007 - Demand for Direct Payment

This was provided for informational purposes.

- iv. Correspondence from TLT to WRSD, dated October 10, 2007 – Response to Grassechi Demand for Direct Payment

This was provided for informational purposes.

- v. Correspondence from TLT to WRSD, dated November 12, 2007 – Grassechi Demand for Direct Payment

This was provided for informational purposes.

- vi. Correspondence from TGP to Grasseschi Plumbing, Heating & Sprinkler Contractor, Inc., dated November 27, 2007 – Demand for Direct Payment

This was provided for informational purposes.

- vii. Correspondence from Holland & Knight to Patrick J. Sullivan, Esquire, dated November 27, 2007 – Arbitration Demand Issues

This was provided for informational purposes.

- viii. Correspondence from TGP to Executive Office for Administration and Finance – Status of Project

This was provided for informational purposes.

VIII. Budget

There was no update provided on the budget.

IX. Old Business

X. New Business

a. Next Meeting – Wednesday, December 12, 2007

XI. Adjournment

Motion: To adjourn.

(M. Millett)
(E. Wheeler)

Motion passed unanimously.

The meeting adjourned at 7:28 PM.

Respectfully submitted,

Susan H. Sullivan
Director of Human Resources