

Bridgewater-Hebron Village District
Meeting Minutes
September 2, 2026
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle
Others in attendance: Tonia Orlando

The meeting began at 10:07 AM.

Mark made a motion to approve the August 5, 2026, minutes as written. Terry seconded and the motion was approved.

Construction updates:

- A letter has been sent to the Fire Marshal which is attached to these minutes.
- Placards/signage are installed. Tonia will assure that the signs, the map, and the intercom systems are aligned.
- The new exterior door master key seems to be working. Tonia will verify this. In the next year or two we should look into rekeying the building.

Terry recommended that we obtain documentation from the vendors for the various systems on the property.

Maintenance updates:

- We still need to purchase some spare windows and screens. It was noted that the mezzanine should be organized first to allow for their storage. We will need to take an inventory of the condition of the windows and screens throughout the building.
- We will ask Jerry to get a count of the fire alarm covers needed. Terry will purchase them and Shawn Clark can be hired to install them.
- Based on the playground inspection audit from Primex, a number of maintenance items have been performed. Merrills have installed surfacing material (at the main playground plus the smaller one in back) and trimmed some tree limbs. The bolts have been capped. The closing of the gaps in the "S" hooks on the swings will occur soon. The rep from GameTime inspected the post with the corrosion on the right-side swing set. He said that the playground is fine to use and will connect us with a certified contractor to address the issue, who will make sure that all the posts on that piece of equipment are good. Tonia will send the form to Primex noting the actions being taken.
- It was noted that guards are needed over the intercom devices in the gym.
- Fencing repairs are ongoing by the Merrills.
- Terry plans to test some weatherstripping on the windows and then have the custodians install it.
- The painting is done for now. We are looking at doing the two main bathrooms and three more classrooms later this fall/winter. Tonia will make a list of other areas that need painting. She has a list of the colors/types of paints in the various areas and will get that to us.
- The material for the door fobs/security alarms has been ordered and will hopefully be installed soon.

- The intercom/speaker upgrades are done. Tonia reported that the teachers are pleased with the new intercoms and the sound amplification. A discussion ensued regarding the pros and cons of whether to integrate the security cameras with the intercom system.
- We still need to remove the remaining paper waste at the Wescott property. The utility shed by the soccer field also has some that needs to be cleaned out. There is also furniture in the shed which should be assessed. Eventually we plan to donate the unneeded furniture from both places.
- The air conditioning unit for the office is working. We are waiting to get a quote on a unit to replace it. Tonia suggested installing it during April vacation.

We should order the washer and dryer units this week. The Turner Group has recommended some LG stackable appliances. The electrical prep is done, and BPS will install the venting based on The Turner Group's plans. A local plumber will install the drain, as well the eye wash units once the washer and dryer are in.

All of the new furniture has been received. Tonia will get us the invoice.

The kitchen equipment has been ordered and a lot of it has arrived. Tonia will forward us the invoice. The steamer still needs to be purchased. Terry plans to consult with the plumber re the installation. A plan needs to be done for the placement of the equipment.

A new sign for the entrance of the parking lot has been tabled for now.

Mark is working on a list of the vendors we use regularly at the school, their responsibilities, and contact info. Tonia presented some business cards, etc. for reference.

The fire alarm is scheduled to be worked on September 11. We are now working with Johnson Controls for this.

It was noted that Mango Security Systems takes care of the panic alarm and their info should be included on the vendor list.

The information about the key box should also be included on the vendor list.

The financial statements were reviewed. We received the final approved audit for the fiscal year ending 12/31/2025. Our financial status remains good.

The group reviewed and signed the manifests.

Our next board meeting is scheduled for Wednesday, October 7, at 10 AM.

The meeting adjourned at 11:35 AM on motion by Mark, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

8/24/26

Philip Biron, Deputy Fire Marshal
New Hampshire State Fire Marshal's Office
Bureau of Building Safety and Construction

Re: Bridgewater-Hebron Village School – Sprinkler System Plan of Action

Dear Deputy State Fire Marshal Biron:

On behalf of the Bridgewater-Hebron Village District, we appreciate the time and assistance provided by you and the New Hampshire State Fire Marshal's Office regarding the Bridgewater-Hebron Village School. The Village District recognizes the importance of bringing the entire school building into compliance with the current applicable building and fire codes, including the installation of a complete automatic sprinkler system.

As previously discussed, the Bridgewater-Hebron Village District owns the school building and site, which are leased to the Pasquaney School District (SAU 108). The Village District, and ultimately the taxpayers of Bridgewater and Hebron, are responsible for the capital and maintenance costs associated with the facility. The existing construction bond associated with the recent school expansion is scheduled to be fully amortized in approximately 2031.

In response to the State Fire Marshal's request for a written plan of action, the Bridgewater-Hebron Village District proposes the following:

1. Engineering and Design – Within the Next Twelve Months

The Village District will work with Turner Group, including Steve Dunn and the appropriate project representatives, to initiate and complete an engineering review of the school building within the next twelve months.

The purpose of this work will be to develop engineered plans for a complete building sprinkler system designed in accordance with the codes applicable to the project at the time of design and approval. The engineering review and plans will address the components necessary for a complete system, including the automatic sprinkler system, required water supply, fire pump, cistern or cisterns, associated electrical requirements, and other supporting improvements identified by the engineer or required by the applicable authorities.

The Village District's objective is to have sufficiently developed engineering plans and associated cost information within this nine-month period so that the District can understand the full scope and anticipated financial requirements of the project.

2. Regulatory Review and Coordination

Upon completion of the engineering plans, the Village District will coordinate with the towns of Bridgewater and Hebron, the New Hampshire State Fire Marshal's Office, and other authorities having jurisdiction to review the proposed design and identify required permits, approvals, or modifications.

Plans will be submitted to the appropriate authorities in accordance with applicable Educational Administrative Rules and other state and local requirements.

As the Village District completes the remaining fire alarm documentation, engineering work, and other required compliance steps outlined above, we respectfully request confirmation regarding when the State Fire Marshal's Office would be able to provide a letter addressing these requirements for purposes of the NHED School Approval process.

If there are additional documents, inspections, approvals, or actions that must be completed before such a letter can be issued, we would appreciate clarification so that the Village District and School District can incorporate those requirements into the current plan of action.

The Bridgewater-Hebron Village District takes the safety of the students, staff, and community seriously. We believe this plan establishes a responsible path forward: complete the engineering and design of a code-compliant, full-building sprinkler system within the next twelve months; establish the project scope and cost; coordinate the required approvals; and position the District to finance and install the system when the existing five-year bond is retired.

We appreciate the State Fire Marshal's willingness to work with the Village District as we move through this process and will provide updates as the engineering and planning work progresses.

Sincerely,

Bridgewater-Hebron Village District Commissioners

Name: Mark Coulson
Signature: [Signature]

Name: T. Murphy
Signature: [Signature]

Name: Derry Riddle
Signature: [Signature]