

Bridgewater-Hebron Village District
Meeting Minutes
January 15, 2025

Board Members Present: Terry Murphy, Derry Riddle, Bill White by phone
No others were in attendance

The meeting began at 10:01 a.m.

The minutes of October 29, 2024, were approved as written on motion by Terry, seconded by Bill.

The 2024 P&L was reviewed. The net income of -\$261,564.15 is not accurate. The revenues are understated. It does not consider the \$182,000 playground donation that was posted in 2023. Also, the tax payment of \$133,000 from the Town of Bridgewater did not come in until January of this year. We raised \$649,200 (\$452,950 budgeted funds plus \$196,250 from playground donations). We've spent about \$126,000 out of the \$300,000 budgeted for the new school district legal fees/start-up costs. So, as of December 31, 2024, in reality we should have a surplus. We are doing OK financially at this point.

It was noted that we received a \$101 credit for overpayment of interest on a bond payment. We are currently debt-free.

Derry recently contacted our playground representative yet again, emailing him regarding the swings still not being done, stating that we are still holding payment until the project is completed. He apologized and assured us that it won't be too much longer.

Bill asked about our insurance coverage. B-HVD has general liability and worker's compensation coverage plus NASD has their own policy. SAU 108 will need to have insurance as well. The coverage for both parties will need to be reviewed going forward.

The manifests and new vendor forms were reviewed and signed.

Building Repairs/Maintenance Updates:

- The storage shed windowpane will need cleaning/painting in the spring.
- The greenhouse's lower interior windows have been cleaned. They should be cleaned more regularly going forward to avoid hard water buildup.
- Johnson Controls/Simplex was contacted months ago regarding the issues with the video/clock/intercom systems and obtaining an estimate to address the problems. Terry will contact them to follow-up. We will need to consider updating the whole system if/when we build an addition, adding funds to the bond to accommodate this.
- The roof in the front and west sides of the building has black staining that should be addressed this spring. We still need to obtain a price to do such.
- There has been water under some tiles on the floor of the preschool bathroom. It is not coming from the toilet or from the walls. It might actually be coming from snow on the students' boots. We should consider replacing the tiles with epoxy floors in the two bathrooms on that wing of the building, similar to the upper-grade wing bathrooms.
- The gym floor should be scrubbed and refinished this summer.

- A carpenter repaired some cabinetry in the classrooms recently and will assess their strength going forward and reinforce as needed.

An update on SAU 108 was discussed. As expected, the taxpayers will see an increase for school costs this year, but it will still be far less than if SAU 4 had changed the funding formula. It was noted that all three SAU 108 towns had a rise in their number of students and Hebron had a considerably larger percentage increase than the other towns. It is still unclear exactly what SAU 4 will leave, e.g., computers, etc., once their lease agreement is up. If they don't leave items behind to our satisfaction we could possibly negotiate regarding our three towns' percentage of the SAU 4 trust funds.

Discussion ensued regarding the \$500,000 donation for the addition. We will need to raise about \$1 million more for the project. Terry will double-check with BPS regarding an estimate. We will likely look into a four- or five-year note to lessen the tax impact. We also need to get an estimate for the re-paving of the driveway/parking lot and adding the bus parking area.

Terry met with the Garden Club regarding using the greenhouse and that is all set.

A discussion ensued about the doors not being locked in the building. Derry asked what the state and/or federal regulations are regarding locking school doors (specifically interior).

Preparations for our annual meeting were discussed:

- Terry will work on a draft for our budget proposal. We are looking at early to mid-February for our board meeting to review the budget.
- A bond and budget hearing will need to be set for later February (no later than March 14), with it being posted at least seven days prior to the hearing.
- The annual meeting will be April 8. Derry is up for re-election as commissioner and Matt Denton as moderator.
- Terry will write a draft for our annual report and send to Derry for editing. Once edited she'll send that draft to Bill and Terry for approval. This will need to be done in time for inclusion in Bridgewater's annual report.
- Terry will look into if we have any funds that we may need to encumber.

The lease agreement with the Pasquaney School District (SAU 108) was discussed. It will likely be similar to the current one with SAU 4. Terry will ask Dean Eggert to draft an agreement for us to review.

The meeting adjourned at 11:58 a.m. on motion by Derry, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
February 7, 2025

Board Members Present: Terry Murphy, Derry Riddle, Bill White by phone
Others in attendance: Bill Luti

The meeting began at 10:10 a.m.

The minutes of January 15, 2025, were approved as written on motion by Terry, seconded by Derry.

The manifests were reviewed and signed.

Derry followed up again with our playground representative yesterday and a crew is working on installing the swings at the school today. We will check the progress at the school later today. The check to GameTime is still being held pending completion of the job.

Building Repairs/Maintenance Updates:

- We do not have an exact estimate on the cost to fix the clocks, etc., but the current system is outdated, and it would likely be costly to update. It was felt it would be best to probably wait to update the system if/when we build the addition this spring. It is mainly the clocks that are the problem. The intercoms have some issues as well. The fire alarms and security system have been updated and are working normally. Terry is working on accessing the system remotely.
- The roof in the front and west sides of the building that has black staining should be addressed this spring. The affected areas will need to be sprayed. We are also looking into installing zinc to prevent it from happening in the future.
- The storage shed windowpane that had been replaced will need cleaning/painting in the spring.
- The water under some tiles on the floor of the preschool bathroom seems to be coming from the children's wet boots. We are considering replacing the tiles with epoxy floors in the two bathrooms on that wing of the building, similar to the upper-grade wing bathrooms.
- The gym floor should be scheduled to be scrubbed and refinished this summer.
- Merrills' Property Maintenance is now doing the winter snow removal.
- We will hire Mary Robie to clean the exterior of the building's windows this spring.
- We should consider adding felt to the windows for better energy efficiency.
- The conference room in the office area needs the vinyl kickboards replaced. Terry will ask the custodian Jerry to install them.

A discussion regarding the addition of the two classrooms/bathrooms ensued. BPS (the contractor who built the school) gave an estimate of 1.2 million for the project, which includes the site work. This would be done using the construction management process as we had done when initially building the school. It was felt that hiring Morrison Construction to do the excavation would make sense since they did the original site work. We need to be very careful during the process because of the underground utilities, etc. We agreed to hire Architect Brackley Shaw, who designed the building, to work on the plans. It was felt that hiring those who are already familiar with the project was prudent. Also, rather than hiring a clerk of the works, we will hire someone to do inspections as needed, especially for the soil compaction and the grade beam.

The paving was discussed. We obtained a quote of \$208,800 from GMI to repave the asphalt driveways, parking lots, and walkways. It did not appear to include the new bus parking area, however. If so, we will need to add this scope of work to the quote. Plus, the cost of the site work for the bus parking lot will need to be estimated. It was also decided to obtain an additional quote for the full scope of paving work from Pike Industries.

It was felt that a \$1.7 million warrant article would cover the excavation and construction for the addition, the furniture, systems upgrades for the building, technology costs, and the paving. It was mentioned that there is some furniture belonging to B-HVD stored in the shed and the buildings on the old Wescott property. Perhaps some of that could be used in the new classrooms or other areas of the school. Since we have been promised a \$500,000 grant for the addition, we would need to borrow \$1.2 million. It was noted that the grant is a one-time offer for this year and that is the main reason we are pursuing the addition at this time. In order to keep the taxes similar to last year's, we will look into a five or six-year bond to spread out the payments.

Preparations for our annual meeting were discussed:

- Terry will work on a draft for our budget proposal, which should be around \$160,000.
- He will also put together a draft for the warrant articles.
- We are looking at Wednesday, March 5, for the bond and budget hearing (time to be determined). It will need to be posted at least seven days prior to the hearing.
- The annual meeting will be April 8. Derry is up for re-election as commissioner and Matt Denton as moderator. Derry will check with Julie regarding the filing deadline.
- Terry will write a draft for our annual report and send to Derry for editing. It should include the playground that was funded mostly with private donations. The start-up costs for the new school district should also be mentioned. Once edited she'll send that draft to Bill and Terry for approval. This will need to be done in time for inclusion in Bridgewater's Annual Report.

Terry gave an SAU 108 update. He reported that it is still not clear what items that SAU 4 owns that they plan to leave in the building after their lease is up. It is possible that if they don't leave what we feel is reasonable, we can ask for our three towns' portion of the SAU 4 fund balance and two trust funds (building and technology).

A draft lease agreement between B-HVD and the Pasquaney School District was reviewed but it was not the most updated version. Given that, the discussion was tabled until the next meeting. Terry will email Derry and Bill our attorney's most recent draft to review before the meeting.

The policies/procedures for use of the building were brought up, e.g. afterschool programs, priority of use, etc. Many years ago, Monica Paiva, the secretary at B-HVS, was given a document with these procedures. Derry will try to locate a copy of it to use for general reference and for the lease agreement.

Our next board meeting was scheduled for Friday, February 14, at 10 a.m. We will review the drafts of the proposed budget, warrant articles, and lease agreement at that time.

The meeting adjourned at 12:20 p.m. on motion by Derry, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
February 14, 2025

Board Members Present: Terry Murphy, Derry Riddle, Bill White by phone
No others in attendance

The meeting began at 10:10 a.m.

The minutes of February 7, 2025, were approved as written on motion by Terry, seconded by Derry.

The manifests and new vendor forms were reviewed and signed.

The playground swings are finally installed and the checks to GameTime were mailed to them.

Building Repairs/Maintenance Updates:

- There was a problem with the heating system at the school last week which was caused by items being stored in front of the baseboard heaters in the classrooms. This could also possibly cause the pipes to freeze (as happened in the conference room last winter). Stacy was alerted to the issue and was asked to please let the teachers know.
- Control Technologies is updating heating valves in the mezzanine related to this.

We are waiting for an updated quote from GMI for the paving including the addition of the new bus parking. We will also obtain a second quote for the full scope of paving work from Pike Industries. We are guessing the estimate might come in around \$230,000-\$240,000. The site work for the new bus area could coincide with the excavation for the new addition. The paving would happen after the completion of the construction.

We obtained a rate quote for the bond of 5.99% from one bank. We are waiting on the second bank's quote. We also might ask a third bank as well.

The 2024 profit and loss report plus drafts of the 2025 budget proposal and warrant were reviewed.

Wednesday, February 26, at 10 a.m. was proposed for the bond/budget hearing at the Bridgewater Town Offices. Terry thought a second bond hearing might need to be held but he wasn't sure. If a second hearing is needed, March 5, at 10 a.m. was proposed. We will need to double-check whether a second bond hearing is required by the state. Also, Derry will contact both town offices to make sure there isn't a conflict with the February 26 hearing date.

Derry had recently emailed Terry and Bill a revised draft of the annual report. Terry gave his OK. Bill will review it and get back to Derry with any changes or his approval.

The group reviewed the lease agreement and made some minor changes. Terry will send Derry the latest draft from the attorney, she will mark the changes in red, then get the edited document back to Terry to send to our lawyer for review.

The meeting adjourned at 12:00 p.m. on motion by Derry, seconded by Bill.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Bond and Budget Hearing Minutes
February 26, 2025
Bridgewater Town Offices

Board Members Present: Terry Murphy, Derry Riddle
No others were in attendance.

Terry called the meeting to order at 10:00 a.m.

The proposed bond and budget were discussed.

It was noted that the proposed warrant has been submitted for pre-review to the DRA. We are waiting to hear back from them.

It was decided that a second bond and budget hearing should be held. It was scheduled for Wednesday, March 26 at 4 p.m. at the Hebron Town Offices. A B-HVD Board meeting will follow at 4:30 p.m.

Terry moved to make a recommendation to the B-HVD Board of Commissioners that during the next board meeting they move the proposed warrant articles and budget as presented. Derry seconded and the motion was approved.

The meeting adjourned at 10:21 a.m. on motion by Terry, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Budget & Bond Hearing
March 26, 2025

Meeting opened at 4:06PM in Hebron, NH.

Terry opened this meeting with a review of the budget and the warrant.

The use of the building would include \$1.2 million for the addition to the school, \$231,000 to pave and add a small parking lot as well as other upgrades. The communication system and clock changes were also discussed.

Further discussion on the speaker system in the gym, chair bumpers as well as minor chair repairs, sun shades and window weather stripping. Terry did have a discussion with Dan from the TTCC regarding a potential mat to put against the stage to avoid any injuries from students on the gym floor.

Terry made a motion to put forward Article #2 which was seconded by Derry as follows:

"To see if the Village District will vote to appropriate the sum of \$1,750,000 for a two-classroom expansion, furniture and paving upgrades and to authorize the issuance of a bond for that purpose in that amount not to exceed six years in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Commissioners to issue and negotiate such bonds or notes to determine the interest rate thereon. Further, to raise and appropriate \$241,524 for the first year's payment on the bond. This appropriation is wholly contingent on the District receiving a \$500,000 contribution from a private foundation for the above expansion. (Note: This appropriation is in addition to Warrant Article #3, the operational budget.)" Recommended by the Commissioners.

Derry made a motion to put forward Article #3 which was seconded by Terry as follows:

"To see if the District will vote to raise and appropriate the sum of \$218,476 which represents the operating budget. (Said sum does not include

amounts appropriated in other warrant articles.)" Recommended by the Commissioners.

Some discussion on the budget numbers. Discussion of Hebron's tax rate due to no reassessment being done to date.

Discussion of completion of the Lease Agreement in which edits were made and forwarded to Terry by Derry.

Terry communicating with Brackley Shaw to hopefully have a display at the April 8 meeting.

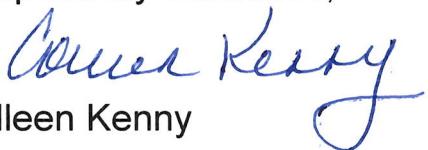
The February 14 minutes were approved by Terry and approved by Derry.

An updated quote from GMI came in at \$231,000 which includes the new parking area.

The annual report was approved for the April 8 meeting.

4:45: Terry made a motion to adjourn which was seconded by Derry.

Respectfully submitted,


Colleen Kenny
Bridgewater-Hebron Village District Clerk

**BRIDGEWATER-HEBRON VILLAGE DISTRICT
ANNUAL ELECTION & MEETING
April 8, 2025**

The Annual Meeting following the election of the Bridgewater-Hebron Village District began at 7:04 with approximately 30 residents in attendance.

Article #1: "To choose District Commissioners and other officers for the ensuing years."

Moderator Denton read the results of the ballots cast which were as follows:

Commissioner:

Derry Riddle – 42 votes cast with 1 write in

Moderator:

Matthew Denton – 43 ballots cast

Article #2: "To see if the Village District will vote to appropriate the sum of \$1,750,000 for a two-classroom expansion, furniture and paving upgrades and to authorize the issuance of a bond for that purpose in that amount not to exceed six years in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Commissioners to issue and negotiate such bonds or notes to determine the interest rate thereon. Further, raise and appropriate \$241,524 for the first-year's payment on the bond. This appropriation is wholly contingent on the District receiving a \$500,000 contribution from a private foundation for the above expansion. (Note: This appropriation is in addition to Warrant Article #3, the Operational Budget.) Recommended by the Commissioners.

Derry Riddle moved this Article as written, which was seconded by John Dunklee.

Derry Riddle spoke on this Article providing a history of the Bridgewater-Hebron Village District school. It was noted that the contribution from a private foundation is only good for this year and will not be an option for the future, nothing that if this Article does not pass that contribution will be lost. Brackley Shaw who was the original architect for the Bridgewater-Hebron school provided

drawings and a model that were on display in the front of the room. The Commissioners received a \$1.2 million estimate from the original builders of the school which will be built under construction management. This article should not raise taxes for either town.

Terry Murphy explained the \$241,524 as outlined in the budget explaining where those funds are allocated.

The Moderator asked residents to vote using their yes/no paper ballots. This Article will be held open for 1 hour and will resume at 8:10 for the final voting results.

At this time, the meeting held until 8:10PM when the one hour expired for Article #2.

Moderator Denton read the results of Article #2 as follows:

Yes - 36

No - 0

Article #2 passed.

Article #3: "To see if the District will vote to raise and appropriate the sum of \$218,476 which represents the operating budget. (Said sum does not include amounts appropriated in other warrant articles.) Recommended by the Commissioners.

Wesley Morrill moved this Article as written, which was seconded by Maurice Jenness.

Terry Murphy spoke on this Article explaining the difference between the bond in Article #2 and the Budget in Article #3. Terry further commented that no catastrophic events are expected as this building is maintained very well and in the event of any issue where funds to be expended, it would come before the District for a vote.

Aubrey Freeman asked why the “Legal Matters” line was such a specific number. Terry Murphy responded it was basically just an estimated amount.

Kathleen Connor asked for confirmation that the Commissioners would not be handling the curriculum, which Terry Murphy confirmed they would not be involved in that at all.

Kathleen Connor also questioned why the District Treasurer cost increased so much. Julie Converse stated it was basically contractor services such as the Superintendent and Business Manager services.

All were in favor. Article #3 passed unanimously.

Article #4: “To transact any other business that may legally come before the meeting.”

No business was brought forward.

8:12PM – Terry Murphy made a motion to adjourn which was seconded by Derry Riddle. All in favor.

Respectfully submitted,

Colleen Kenny
Bridgewater-Hebron Village District Clerk

Bridgewater-Hebron Village District
Meeting Minutes
April 16, 2025

Board Members Present: Terry Murphy, Derry Riddle, and Bill White by phone
Others in Attendance: Keith McBey and Brackley Shaw

The meeting began at 10:05 a.m.

Derry was sworn in as commissioner.

Derry moved and Bill seconded to elect Terry as chair. The motion passed.

The minutes of February 14, 2025, were approved as written on motion by Terry, seconded by Derry.

It was noted that both the bond and budget warrant articles passed unanimously at the annual meeting.

The manifests and new vendor forms were reviewed and signed.

The playground swings seem to be okay, after there had been a concern from the principal about them being hung too low. Derry had emailed Stacy recently but hadn't heard back yet. She will follow up with Stacy.

The group reviewed the financials including what has been spent on startup costs for SAU108. Once we have the audit done in May we will know what our fund balance is.

Keith McBey of Bonnette, Page & Stone, and our architect Brackley Shaw, arrived at 10:30 to review the new addition. The roof design options, construction timeframe, and general layout were discussed. Keith should be hearing from the company regarding the roof trusses soon, which will dictate how the roof might be constructed. The timeframe also depends on this. Use of the two existing classrooms in the lower grade wing during construction was discussed. It was agreed that creating the least disruption possible during construction for students, staff, etc. is a priority. Derry asked about how the traffic flow on the driveway going around the building might be affected by the building expansion. Keith and Brackley planned to visit the site and get some measurements after the meeting. The plans for the addition will need to take this into consideration.

We are still working with the banks regarding interest rates on the bond.

Terry has been communicating with the private foundation regarding obtaining the \$500,000 donation for the addition. Our accountant is assisting us with getting some needed paperwork for tax purposes.

Building Repairs/Maintenance Updates:

- Terry reported that the watering system in the greenhouse is working but he still needs to meet with the volunteer(s) who use the facility regarding how to best manage it.

- Spraying the roof to remove the staining will likely happen in June once school is out.
- Ted Gadbois will be inspecting the roof for any winter damage.
- The new epoxy floors are scheduled to be installed in the lower grade bathrooms on April 28 during spring recess.
- The Bridgewater Road Agent will patch the potholes in the pavement when weather allows.
- The gym floor is scheduled to be refinished this summer. TTCC has been notified.
- The security cameras need some minor repairs and tweaking. Northeast Security has been made aware of the issues, but the work has yet to be scheduled.
- The repairs/adjustments needed on some of the doors have been scheduled for spring vacation.

The estimate for paving is about \$250,000 including the addition of the bus parking lot.

The group reviewed the draft of the lease agreement with the minor changes that had been brought up at our last meeting. A discussion ensued regarding whether to include anything about the use of the greenhouse area and/or the security of the building. It was agreed that we should speak with Russ Holden, SAU108 Superintendent first. After our conversation with him we should communicate with our attorney.

The meeting adjourned at 11:55 p.m. on motion by Derry, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
May 22, 2025

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle
No others in attendance

The meeting began at 10:00 a.m.

Derry moved and Terry seconded to accept Bill White's resignation as commissioner and appoint Mark Coulson as an interim commissioner. The motion passed.

Mark will serve until the next elections in April 2026. If he so chooses, he could run for a one-year term to complete the rest of Bill's time as commissioner. Terry is up for reelection next year for the usual three-year term.

Mark was sworn in as commissioner.

The minutes of April 16, 2025, were approved as written on motion by Terry, seconded by Derry.

The Profit & Loss statement was reviewed. It was noted that \$133,073.44 shows under 2025 income from the Town of Bridgewater although it is technically revenue from 2024. Although the check was received the end of December, the deposit was made the beginning of January so needs to show as such. We have about \$90,000 in the bank presently.

Terry noted that the \$500,000 grant money for the addition is forthcoming.

For the bond with Franklin Savings Bank we will need similar documentation as we provided for the grant for tax-exempt purposes. Since NH doesn't issue a tax-exempt certificate, other documentation is needed to prove we are a recognized NH Municipal Corporation and as such a non-profit and tax exempt. We are looking at a 5-1/2 year note at 5.2% interest with the first payment being interest only. We plan to treat this similar to a construction loan, borrowing money as it is needed. We might consider Camden National Bank, who we currently have accounts with, if for some reason FSB doesn't work out.

The manifests and new vendor forms were reviewed and signed.

Building Repairs/Maintenance Updates:

- Terry reported that a humidistat was installed in the greenhouse to better regulate the watering system. The humidistat still needs adjustments. Balancing the temperature and humidity is key. He talked to Tonia Orlando, the new principal starting July 1, about the workings of the greenhouse. It was agreed that it would be best to have a lead person who uses the greenhouse learning how to use the system properly.
- Spraying the roof to remove the staining will hopefully happen in June once school is out, although we need a week of dry weather.
- Ted Gadbois will be inspecting the roof for any winter damage.
- The new epoxy floors were installed in the lower grade bathrooms over spring recess.

- The pothole patching has been done but some aren't holding up well because of all the rain we have had.
- The status of the low swing height is still uncertain. Stacy had emailed an apology to Derry for "dropping the ball" regarding getting info about it to our GameTime rep. Derry has not heard back from Stacy since then, so we are not sure of the situation.
- The gym floor is scheduled to be refinished June 23 and 24. TTCC has been notified since it will be unavailable to use for a month.
- The security cameras still need some minor repairs and tweaking. Northeast Security has been made aware of the issues. We're looking for it to be done this summer.
- The repairs/adjustments needed on some of the doors did not happen during spring vacation as originally scheduled. Winnacut Door Co. will be hired to do the work.
- The 1-inch rubber bottoms for the folding chairs in the gym need to be purchased. Derry found some on Amazon and shared the info with Terry. He will purchase a small amount of them to try before we purchase them for all of the chairs. The custodian will install them.
- Window shades need replacing in the library, hopefully this summer.

Terry will get Mark and Derry master keys to the school.

Brackley Shaw is revising the addition plans based on our May 14 construction meeting. We had asked to have them by May 30. The priority is getting the foundation plan. We will schedule another meeting once the plans are ready for review.

Terry met with J.P. Morrison regarding the site work for the addition, especially considering the underground utilities, etc. Dig Safe will be contacted. Terry also mentioned that we need to find out how much site preparation is included in the paving contract for the new bus parking area.

The group reviewed the draft of the lease agreement. Some additions to Section VII were discussed. Under 7, Interior Maintenance, wording about notifying the village district about repairs plus restricting modifications to the existing structure were suggested. Adding a number 14, Greenhouse Area Use, limiting that area to its original intended use was also considered. Derry will draft some wording regarding these additions to the lease and email to Terry and Mark for comments. Once we decide on the wording, we will send to our attorney for review.

Russ Holden had suggested to Terry about adding some lockers to the upper grade hallway. The group was receptive to the idea and will look into its feasibility.

The meeting adjourned at 11:48 a.m. on motion by Mark, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
June 5, 2025

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle
No others in attendance

The meeting began at 10:08 a.m.

The minutes of May 22, 2025, were approved as written on motion by Mark, seconded by Terry.

The manifests and new vendor forms were reviewed and signed.

It was noted that the property tax bills to the towns are delayed because the local school portion calculation was incorrectly based on SAU4 rather than SAU108. This is due to a mistake by the NHDRA. There is currently a bill in the legislature to address this issue.

Terry reported that currently the checking has \$15,478, the money market has \$500, and the savings has \$55,135.

Terry noted that the \$500,000 grant money for the addition is forthcoming. This, with the \$1.2 million bond totals \$1.7 million for the addition, paving, and systems upgrades.

SAU4 and the three towns of SAU108 are negotiating a settlement on the equipment in the building. The majority of the furnishings in the school are owned by B-HVD. SAU4 has not given a list of items they claim to own. The towns have also been discussing settlements regarding their portion of the SAU4 fund balance.

Terry will work on getting the village district tax information to the towns.

The Profit & Loss statement was reviewed. We should be OK financially through the beginning of July when SAU108 would take over paying for services such as the superintendent's salary.

The paperwork for the bond with Franklin Savings Bank has been approved. We are looking at borrowing \$1.2 million over 5.5 years with a 5.2% interest rate. There would be no interest payments the first year. This will be set-up similar to a construction loan. Most likely the payments will be made quarterly.

Building Repairs/Maintenance Updates:

- Gym floor refinishing is scheduled for June 23 and 24.
- The Hobart Dishwasher needs repair. The cost is estimated to be about \$2,500.
- JWS has been recommended to do the kitchen appliance repair work.
- Septic cleaning is scheduled for later this month
- We are looking at upgrading to a digital water mister controller in the greenhouse, which should cost around \$2,000.
- The cleaning of the roof stains plus the roof inspection will be done while school is out.

- It was suggested that in late summer GameTime come to inspect the new playground equipment. Any issues with the swings could be addressed at that time.
- Northeast Security will be coming to replace a camera and go over the security system.
- The doors will also be fixed this summer.
- Terry will check on the status of the rubber bottoms for the folding chairs.
- We will look into getting a quote from Budget Blinds to replace the window shades in the library.

Terry has been researching adding a washer and dryer in the kitchen area. The dryer is the more complicated issue because of fire and venting concerns.

The updated addition plans from Brackley Shaw were reviewed. The commissioners accepted the revised plans. Mark suggested that Russ Holden see the final plans before we put a shovel in the ground. This could be done on June 11 (9 a.m.), when there will be a team meeting with consultants regarding the network upgrade for the building. It was also noted that the truss company still needs to assess the plan.

The group discussed the lease agreement, which had been reviewed by our attorney, and accepted it with some revisions to the Greenhouse Area and Entry sections, including a suggested addition by Russ Holden. Derry will make the changes and send a revised version to Terry and Mark for their approval.

Terry will get Mark and Derry master keys to the school.

The meeting adjourned at 12:02 p.m. on motion by Derry, seconded by Mark.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
June 18, 2025

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle
No others in attendance

The meeting began at 9:55 a.m.

The minutes of June 5, 2025, were approved as written on motion by Mark, seconded by Terry.

The manifests and new vendor forms were reviewed and signed.

Terry has sent the B-HVD tax bills to the towns. It was noted that the property tax bills sent out to the taxpayers by the towns are still delayed because the local school portion calculation has still not been adjusted by the NHDRA. This will hopefully be solved soon. Money is tight as a result.

Terry noted that the \$500,000 grant money has been received and will be put in a special bank account. The monies for the systems upgrades are included in this, plus \$250,000 is earmarked for the paving. The paperwork for the \$1.2 million loan through Franklin Savings Bank is underway.

Terry presented information regarding the technology systems upgrades for the school. The estimated cost is about \$96,000. We need to create our own domain and network plus purchase new equipment. The purchase orders for the equipment and the contracts for managed services were reviewed and signed. The equipment will be purchased from Intra Systems, Tyler will handle the accounting and payroll systems, Alma will be hired for student management, and Apptegy will take care of the website management.

This Friday, June 20, Terry will be meeting with SAU108 administration and staff regarding a review of the technology.

A meeting is scheduled for Monday, June 23, between SAU4 and SAU108 regarding the settlement on the equipment in the building.

Building Repairs/Maintenance Updates:

- Gym floor refinishing is scheduled for June 23 and 24.
- A new pump plus other parts are coming for the Hobart Dishwasher repair.
- Septic service is scheduled for June 24.
- The digital water mister controller has been installed in the greenhouse but still needs to be configured.
- The cleaning of the roof stains plus the roof inspection will be done once the weather permits.
- Security cameras will be worked on once school is out for vacation.
- Terry is working on scheduling the contractor to fix the doors this summer.
- Terry will purchase a pack of the rubber bottoms to try on the folding chairs in the gym.

- If it is decided to have GameTime come to adjust the swing height, we will ask them to also check the fastenings of the playground at that time.
- Sarah Hunnewill, B-HVS Admin Assistant, has been asked to provide us with a vendor name for the library window blinds so we can obtain a quote to have them replaced.

We have put the washer and dryer on hold at this time. Venting the dryer is complicated and needs to be addressed.

A discussion ensued regarding the addition. It was also noted that the truss company still needs to assess the current plan to lay them over the existing roof. The goal is to have the foundation for the addition in by Labor Day. It is likely that Morrison Construction LLC of Bristol will do the site work. Terry will talk to Keith McVey so we can schedule a meeting with him once he has the bids from the various subcontractors.

The lease agreement is on the agenda for the SAU108 meeting this evening.

Sarah H. provided Derry with some documents B-HVS and SAU4 have used in the past regarding community use of the school facilities. It was decided that our board meet with Russ Holden, SAU 108 Superintendent, and Tonia Orlando, the new B-HVS Principal, regarding establishing a policy and setting procedures for outside use of the school and grounds. It was noted that the TTCC will still continue use of the building as they do currently.

Terry will get Mark and Derry master keys to the school after the doors are serviced. The school district should be providing the B-HVD board members with badges.

The meeting adjourned at 11:45 a.m. on motion by Mark, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
July 23, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, John Dunklee, Keith McBey, Tonia Orlando, Brackley Shaw

The meeting began at 10:00 a.m.

The discussion regarding the construction was moved to the top of the agenda.

- Terry asked Keith if he knew what contractor might be contacted for repair of some windows. It was noted that Andersen had absorbed the company that built the original windows in the building.
- GSI or S.W. Cole will be hired to do the special inspections during the project such as soil compaction, masonry, wood trusses, etc.
- The wood trusses will work with the plan of laying them over the existing roof.
- Temporary fencing will be put up during construction.
- It was noted that the start of school for students is on August 26. Having students observe the construction could serve as an educational experience.
- Dig Safe has been there and has given the go ahead.
- The hope is that J.P. Morrison can start the site work soon.
- Tonia, Derry, and Brackley will meet with Keith once he has a package of material colors/choices together.
- It was noted that the two new bathrooms should have epoxy flooring rather than tile.
- The hope is to have the sewer tie-in before school starts.
- It was suggested to redo the floor of that whole section of hallway.
- Tonia expressed her concern about having the entrance located in the hallway to the bathroom that contains the shower. Keith and Brackley will take a look at putting the shower in the nurse's office. It might stay as is currently planned in the hallway if the nurse's office location isn't feasible.
- The estimate for time to complete the construction is five months.
- It was suggested to put a bollard near the corner of the building addition where the driveway comes close.
- Most of the subcontractors are lined up for the project.
- Keith reported that at this point the numbers are looking good.
- It was requested to put a thicker concrete slab below the wall between the two classrooms.
- It was also noted that the new classrooms will have in-floor heat.

Tonia had sent a request to the Village District for furniture for the 6th grade and preschool (since SAU4 removed their preschool furnishings). The quote is for about \$16,000 through Hertz (formerly School Furnishings). The quote includes a \$2,000 unpacking fee. We might consider hiring some teenagers to do this task to save some money. Tonia will also check to see what furniture has been stored in the shed and might be useable. She mentioned that she knows of a company that recycles used school furniture.

The minutes of June 18, 2025, were approved as written on motion by Mark, seconded by Terry.

The manifests were reviewed and signed.

Terry reported that the old electronic equipment from SAU4 is scheduled to be pulled out of the racks in the closet in Room 43 this Friday and replaced as necessary. They are hoping to have it up and running by Monday. It was noted that the Chromebooks are staying here at the school.

Building Repairs/Maintenance Updates:

- The gym floor has been refinished. TTCC is scheduled to use it starting August 1.
- The Hobart Dishwasher has been repaired, costing \$2,500.
- Septic service has been completed. The grease traps were also cleaned.
- One of the digital water mister controllers has been configured in the greenhouse but a couple still need to be done. A dehumidifier switch was also installed.
- Since the roof is still under warranty, Terry submitted a claim with GAF for the cleaning of the roof stains. The lowest estimate to remove the stains came in at \$15,000. We hope to hear back from GAF soon and have this done before school starts.
- The majority of the security cameras are working again. Three out of the 25 still need rebooting.
- The doors have been fixed.
- Terry will purchase a pack of the rubber bottoms to try on the folding chairs in the gym.
- Since the playground seems to be working fine presently, we will wait regarding contacting GameTime.
- Budget Blinds will be replacing 19 window shades at a cost of \$5983.93. They hope to have the work done before the start of school.
- Dale Blossom was hired to paint Room 46 in the lower grade wing, costing \$900. We will consider hiring him to do more painting in the future.
- The clock and intercom fixes/updates are being quoted by Johnson Controls.

Installing a washer and dryer has been tabled for now because of the dryer venting issue.

Cleaning of the Ansul fire suppression system will now be a B-HVD expense (SAU4 used to do this).

The Profit & Loss Report was reviewed. It was noted that the revenue under the Town of Bridgewater is a prior year deposit. Neither of the town's current revenues are showing on this report. Many of the expenses relate to the consulting and administrative services for SAU108. These expenses are transitioning over to the school district.

A meeting between SAU4 and SAU108 regarding settlement of the equipment/assets occurred recently. The group consisted of two members from each school board, the two superintendents of each, two lawyers from each district, plus Terry representing B-HVD. SAU4 has left all furnishings and equipment in the building except the preschool furniture. In exchange SAU108 dropped their claim on the 16% share of the money in the trusts and IT funds of SAU4. However, the towns of Bridgewater, Hebron, and Groton still have rights to

16% of the fund balance of SAU4. That fund balance is still unknown but will end up going back to the individual towns once it is determined.

It was noted that we need to talk with Tonia about a building use policy.

Terry will get Mark and Derry master keys to the school now that the doors are serviced. The consideration of rekeying the building in the future was discussed. We might do this and/or change the code on the alarm system. The school district should be providing the B-HVD board members with badges.

The meeting adjourned at 12:15 p.m. on motion by Derry, seconded by Mark.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
August 6, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: John Dunklee, Russ Holden (participating remotely), Keith McBey, Tonia Orlando, Brackley Shaw

The meeting began at 10:05 a.m.

Construction Updates:

- J. P. Morrison Construction has dug the foundation for the addition. The geo-engineers have tested the soils and recommended a larger compactor. The compaction has been done, and they are coming today to inspect it. Since no issues are anticipated, the footings are scheduled to be poured by Redimix on Friday.
- It was noted that the sewer pipe is three feet down. The coring for the electric, sewer, and water in the corridor are planned to be done before the start of school. The new sewer pipe will be PVC.
- The shower proposed in the new location of the nurse's room will be put on hold until the other construction costs are determined.
- Locating a stackable washer/dryer in the kitchen or cafeteria area was discussed, possibly in a closet.
- The plans for the wood trusses for the roof over the addition have been okayed by Brackley and are being reviewed by BPS.
- Keith will prepare the construction management contract with BPS for review and signing at our next scheduled meeting.
- The site work for the bus parking area has been done. Since the paving of the driveways and parking lots will likely be delayed until next year, it was thought that just the initial asphalt binder course be applied to the bus area this year. Funds for the paving (about \$250,000 had been allocated for all of the paving including the bus parking lot) will need to be set aside for next year.

The financial review was moved up on the agenda. Terry will look over the numbers for the Village District regarding the start-up costs for SAU108, etc. It was noted as in earlier meetings that the Local Revenues under Income of the Profit & Loss Report are about \$133,000 higher since although that amount was received in 2025, it should actually be attributed to 2024. It was mentioned that many of the school district's start-up costs incurred by B-HVD are transitioning over to SAU108. Russ and Tonia will be meeting with Robin Reinhold, the consulting business administrator, this coming Monday regarding the SAU108 budget.

The business use policy was also moved up on the agenda. Tonia will look at Plymouth's policy as a starting point, as well as what might exist for B-HVS and/or SAU108. The lease agreement between B-HVD and Pasquaney School District (SAU108) will also be considered. She will work with Russ to create a draft which will be presented to B-HVD for review.

The minutes of July 23, 2025, were approved as amended on motion by Mark, seconded by Terry. The second bullet item under the construction discussion should be corrected to read GZA rather than GSI.

The manifests were reviewed and signed.

Regarding system upgrades, the internet is up and running. IntraSystems is working on the wiring replacement for the hub in the office area.

Building Repairs/Maintenance Updates:

- The remaining digital water mister controllers have been configured in the greenhouse but still might need some tweaking.
- GAF has acknowledged the roof stain issue falls under the warranty but the amount for the settlement is still pending. The whole roof is scheduled to be chemically treated on August 11 at a cost of \$14,800.
- Three out of the 25 security cameras still need rebooting. We are looking to possibly hire a new vendor in the future.
- Terry purchased two different sized sample packs of the rubber bottoms to try on the folding chairs in the gym. Once the correct size is determined, we will purchase enough white ones to replace them on all of the chairs.
- Budget Blinds is scheduled to replace the 19 blinds before the start of school.
- The clock and intercom fixes/updates are being quoted by Johnson Controls out of Nashua. We are still waiting for the paperwork from them.
- The repair to the baseboard in the office area is being done by Voss Hogan. Terry would like to discuss this with him before the work starts.

Terry will get Mark and Derry master keys to the school. The consideration of rekeying the building in the future might happen in future years but would involve considerable expense. Changing the code on the alarm system was mentioned again as another possibility. Tonia should be providing the B-HVD board members with badges.

The next B-HVD meeting is scheduled for Wednesday, August 20, at 2:00 PM at the Bridgewater Town Offices.

The meeting adjourned at 12:07 p.m. on motion by Derry, seconded by Mark.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
August 20, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, John Dunklee, Russ Holden (participating remotely),
Jared Maynard, Keith McBey, Tonia Orlando

The meeting began at 2:00 PM.

Construction Updates:

- The State Fire Marshal and the NH Dept. of Education are asking for paperwork related to the construction. Jeff will contact their offices regarding the documentation they need and keep us updated. Keith mentioned that BPS has not been asked for specifications such as this from these offices before.
- Tonia mentioned that a person from the Fire Marshal's office was in the school yesterday and put CO₂ detectors in the kitchen and boiler room.
- Jared said that the hole in the hallway floor will be filled with concrete tomorrow. It will be patched with tiles temporarily, which might not match the current floor color. The hope is to replace all the tiles in that hallway during the Christmas break, from the double doors on, with ones similar to those in the hallway by the greenhouse.
- The height of the cabinets and toilets in the addition will need to be determined.
- The bathrooms will have epoxy flooring. Terry will get the information to Jeff regarding the vendor who recently installed them in some of the other ones in the building.
- The pouring of the floor for the addition should happen in about two weeks.
- The secondary heating and ventilation in the new addition will come off the existing air handler. This is in addition to the radiant floor heat in the two new rooms. Installing the radiant heat piping to avoid freezing in the winter was discussed.
- Tonia inquired about possibly installing air conditioning in the two new classrooms since they will be used for summer school. Putting in mini-split ceiling cassettes was discussed as an option. Keith will get a quote for the cost of this.
- The thought is to have a locked panel for the radiant heat controls in one of the new bathrooms.
- The wood trusses should be in the first part of September.
- The washer/dryer and shower are not a priority currently but hopefully can be installed in the future.
- Terry will get Jeff the key schedule.
- The group reviewed the construction management contract totaling \$1,202,518.88.
- When the project is around 50% complete, Keith will give us an idea of how the numbers look.

Terry moved and Mark seconded to approve the construction management contract with BPS as presented. The motion passed.

Copies of the signed contract will be sent to the Bridgewater and Hebron Selectman's offices.

Tonia reported that some of the new furniture is scheduled to arrive at the school tomorrow, while some is still coming at a later date. She thanked the board for all the work being done for the school.

Tonia also mentioned that there have been some issues with the printers recently. The electrician happened to be in the building recently and found that the cables were all functioning. The problem ended up having to do with the lines not being activated. One of the printers is working now. They are waiting for a color copier/printer. Since there is one that had been recently given to the Town of Bridgewater that they are not using, Tonia took the information on it to see if it might work for the school's use.

Tonia and Russ are still working on the building use policy.

Mark made a motion to amend the amended minutes of July 23, 2025, to read GSI rather than GZA in the second bullet under the construction discussion (reverting back as it had been originally written). Derry seconded and the motion was approved.

Mark made a motion to amend the August 6, 2025, minutes to note that the July 23, 2025, minutes should have read GSI and not GZA in the second bullet under the construction discussion and have been amended as such. Terry seconded and the motion passed.

Mark made a motion to approve the August 6, 2025, as amended. Derry seconded and the motion was approved.

Terry presented a financial report as of August 12. About \$730,000 are available currently. The expenses have totaled around \$296,000 (of about \$460,000 budgeted). We have not made any payments from the construction loan yet. Terry noted that the bank payments will be interest only for the first year after signing the loan.

Regarding system upgrades, the old hubs in the office have been removed and the job is complete. The cable on the floor in the media center is now working.

The manifests were reviewed and signed.

Building Repairs/Maintenance Updates:

- Three out of the 25 security cameras still need fixing. At least one needs replacing.
- Terry will purchase another size sample pack to try for the folding chair bottoms in the gym. Once the correct size is determined, we will purchase enough white ones to replace them on all of the chairs.
- Budget Blinds is scheduled to replace the blinds starting tomorrow at 3:30 PM.
- We are still waiting for the quote from Johnson Controls for the clock/intercom updates. Terry will follow up with them again.
- The majority of the repair to the baseboard in the office has been done by Voss Hogan. A few sections behind large cabinets are planned to be done later this year.
- Tonia had mentioned that the carpeted area in the main entry vestibule is uneven and needs fixing. Terry will ask the contractor who is doing the carpeting in the Bridgewater Town Offices to take a look at it.

Mark and Derry still need master keys to the school. Tonia should be providing the B-HVD board members with badges.

The next B-HVD meeting is scheduled for Wednesday, September 3, at 10:00 AM at the Bridgewater Town Offices.

At 4:10 PM Terry made a motion to go into executive session to discuss a personnel matter concerning transition activities with the new school district. Derry seconded and the motion was approved.

At 4:35 PM Terry made a motion to come out of executive session, Mark seconded, and the motion passed.

The meeting adjourned at 4:35 PM on motion by Derry, seconded by Mark.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
September 3, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, John Dunklee, Russ Holden (participating remotely),
Jared Maynard, Tonia Orlando, Brackley Shaw

The meeting began at 10:00 AM.

Construction Updates:

- The floor of the addition has been poured, and the block walls have been started.
- The electrical is being installed.
- Plumbing is scheduled to start Monday, September 8.
- Roof trusses should be arriving September 17.
- It was noted that extra in-floor supports were added to protect the piping in the slab for the in-floor heating.
- The current hallway window openings will be filled with 6" block with brick on the classroom side. They will be recessed. Sound traveling from the hall to the classroom shouldn't be an issue. Tonia mentioned that a thicker corkboard (not readily available) for the recessed areas would be nice to better accommodate tacks/pins.
- It was noted that receptacles for ethernet cables will be installed in the classroom walls. Tonia will be consulted regarding their positioning.
- The cabinet heights will mimic the other classrooms in that wing. The toilets will be similar to the existing kindergarten room and will be verified by Tonia.
- The epoxy floors in the bathrooms will go up the walls a bit. BPS will use their subcontractor. Tonia and Derry will choose the color.
- It was felt that the flooring in the classrooms should be all tile (in neutral colors) rather than having some carpeting. Throw rugs could be used instead. Derry and Tonia will meet with the teachers that will be in those rooms to choose finishes for the tile and other surfaces.
- The panel for the radiant flooring will be placed in one of the bathrooms up high to be out of children's reach.
- A quick recovery backup heating system for these rooms is being researched. Whether the mini-split cassettes being considered for the AC would provide enough heat was discussed.
- Terry still needs to get Jeff the key schedule.
- Reroofing the entire back side of the building wing versus tying the new section into the existing roof was considered. BPS will price both options.
- Morrison Construction will rewrite their invoice to separate the site work for the addition construction (billed to BPS) and the bus parking area (billed to B-HVD).
- It was noted that the parking/pickup areas have temporarily changed during construction.
- We are getting prices from GMI for a first coat of pavement for the bus parking area. The remainder of the paving will likely happen next year.

- Tonia asked that a soundfield amplification system be hardwired into the middle of the ceilings in the new rooms.
- Jeff communicated with the State Fire Marshal and started the application process for the documents they are requiring. Tonia and Russ have the DOE paperwork regarding the classroom occupancy. This is required 60 days before the room can be occupied. A number of certificates need to be obtained regarding issues such as asbestos info, etc. Tonia, Russ, and Terry will meet to gather the necessary documents. Tonia will ask SAU4 if they have any pertinent files, which they might have since we received state aid through them when the school was first built. We also need plans from the subcontractors such as electrical and plumbing to submit to the fire marshal. We might incur additional costs for this.

Tonia gave copies of a Building Use Policy draft to the commissioners for their review. A discussion ensued regarding what constitutes community use and how keys are given out for the building. Tonia suggested handing out fobs rather than keys since the fobs can be deactivated. Switching some people that have keys to fobs was considered.

Mark made a motion to approve the August 20, 2025, minutes as written. Terry seconded and the motion was approved.

The group reviewed and signed the MS-535. It was noted that the fund balance increased from about \$55,000 at the close of 2023 to \$206,000 at the end of 2024.

The P&L was reviewed. A number of costs are shifting over to the Pasquaney School District (SAU108). We have not borrowed any money through the construction loan yet. B-HVD will be paying for the utilities in the building through July 1, 2026, when the school district will assume those expenses.

Terry has asked Robin Reinhold, business manager for SAU108, for a copy of the insurance policy on the building.

The manifests and new vendor forms were reviewed and signed.

It was suggested that we follow-up on the status of the agreement between SAU4 and SAU108/B-HVD regarding the contents in the building. Terry will contact our attorney Dean Eggert to assist with this.

Building Repairs/Maintenance Updates:

- We received a settlement check of \$14,800 from GAF for the roof staining.
- The security cameras are scheduled to be worked on tomorrow. A failed solid-state drive plus one camera needs replacing. All will need reprogramming.
- Terry ordered another size sample pack to try for the folding chair bottoms in the gym, which should arrive soon. Once the correct size is determined, we will purchase enough white ones to replace them on all of the chairs.
- Budget Blinds has installed the replacement blinds.
- Johnson Controls/Simplex has given a \$21,000 estimate to replace the clock/intercom systems. There are some complications due to the VOIP system. All will need to be integrated. We do not have a date for this yet.

- The security alarm should be fixed soon.
- The uneven areas in the carpeted area in the main entry vestibule are due to sand buildup over the years. Industrial carpet squares are scheduled to be installed next week to replace the current carpeting.
- Terry and the building custodian, Jerry, plan to install the plastic overs over the fire alarms soon.

Terry contacted the office and requested three key fobs to the building for the commissioners. We also need to obtain badges.

The next B-HVD meeting is scheduled for Wednesday, September 24, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 12:16 PM on motion by Mark, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
September 24, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, Russ Holden, Jared Maynard, Keith McBey, Tonia Orlando, Doug Proctor, Brackley Shaw

The meeting began at 10:00 AM.

Construction Updates:

- The documentation needed for the State Fire Marshal's office was discussed. It was agreed to hire Doug Proctor from Turner Group as a subcontractor through BPS to help us navigate this issue. Keith said this could be considered part of the contingency funds. Given that the building was constructed over 25 years ago, it is not up to current codes. Doug mentioned that an addition cannot continue something that is not code compliant. He has obtained copies of the original drawings of the building as well as the plans for the addition to submit along with a code analysis that he is creating. Although newer mandates require that schools have sprinkler systems, items such as the firewalls in the building might work in our favor. It was mentioned that the fire alarm system was recently updated (2023). He asked for documentation of this system upgrade to include with the paperwork. Drawings would be helpful, or other documents such as an invoice listing the specifics of the work. It was also mentioned that the firewalls should be labeled. Doug said that we should see what the fire marshal's office says once he submits the paperwork and we go from there. He said that even if the building were deemed to need upgrades, such as a sprinkler system, the State typically gives five or so years to complete them. It was decided to continue with the construction as planned.
- The roof trusses are scheduled to be installed starting Monday, September 29.
- A quick recovery backup heating system for the new rooms tying into the current air handling system is being looked into. Whether the mini-split cassettes being considered for the AC would provide enough heat was discussed. The group decided to add the cassettes later and pursue the option of tapping into the current system.
- Jared recommended adding a concrete ramp with a railing at the exterior fire exit door of the new corner classroom. This would run alongside the building and be a safer alternative for egress considering the proximity of the driveway.
- Installing bollard(s) at that corner was also suggested.
- Brackley will design a sliced hip on the overhang there to avoid obstructing the driveway.
- The brick work is complete.
- We need to check on the availability of replacement window sashes. Eagle, the original manufacturer when the school was built, was bought out by Andersen.
- It had been decided to reroof the entire back section of that wing of the building. The shingles have been stripped. Tonia thanked the group for stripping them on Saturday rather than when school was in session.
- The building should be "dried-in" by mid-October.
- We will assess how the numbers look during the first part of November.

- Morrison Construction invoices have been resubmitted, splitting out the parking area work (to B-HVD) from the site work for the addition (to BPS).
- We received a price of \$35,000 from GMI for a first coat of pavement for the eastern parking area. We are waiting to schedule the work. The staff has liked parking in this spot and so far buses have not needed to use it. Plowing might be an issue this winter, however. The remainder of the paving will likely happen next year.
- It was reiterated that the flooring in the classrooms should be all VCT (vinyl composite tile) with no carpeting. Throw rugs could be used instead. Derry and Tonia met with the teachers that will be in those rooms to choose finishes for the tile and some other surfaces. BPS still needs to get samples to Tonia for the countertop laminate and epoxy flooring in the bathrooms. She noted that they are considering a warm wood tone finish for the cabinets.
- Russ is meeting with Tim Carney from the DOE at the school this Friday at 8:00 AM regarding the paperwork needed for the K-12 public-school facility approval. Mark, Terry, and Jared plan to join them. Russ mentioned that eye wash stations are likely to be required. They could be located in the kitchen and possibly the greenhouse area.
- Terry still needs to get Jeff the key schedule.

Russ mentioned that there is a plan for SAU108 and SAU85 (Sunapee) to work together in the future, sharing business and human resource management services, payroll, etc. This will likely benefit both districts.

He also said the B-HVD should work with SAU108 during the budget process, especially regarding which entity will be responsible for what.

Russ submitted an agreement between SAU4 and SAU108 regarding the unassigned Newfound Regional School District's fund balance for 2024 as well as the furnishings, equipment and supplies in B-HVS. Because of a previous cyber-attack on SAU4, any unassigned fund balance is not known at this time. Unless the DOE and DRA credit the Pasquaney towns for their apportioned shares of the fund balance (if there are any), Newfound will credit Pasquaney against future tuition payments to Newfound. Newfound also releases any claims to the furnishings, equipment, and supplies at B-HVS. Pasquaney releases any claims to a share of Newfound's capital reserve, trust funds, 2024 fund balance (except as provided in the agreement), and any other Newfound funds or property. A representative from Newfound has signed the document. The B-HVD Board agreed that Jennifer Laroche, SAU108 Board Chair, sign the agreement for Pasquaney. This could be done before the next SAU108 board meeting if permission is given from the other school board members.

At the last meeting, Tonia submitted a draft of an application for the building use. Derry mentioned that this was good but that a building use policy should also be created. It should include guidelines such as B-HVS students' needs come first, TTCC use would be second, etc. Russ will provide a draft of this policy to our board to review then present it to the school board.

Mark made a motion to approve the September 3, 2025, minutes as written. Terry seconded and the motion was approved.

The group reviewed and signed the manifests and new vendor forms.

The P&L was reviewed. We are doing OK financially. Some expenses are still slowly shifting over to SAU108. It was noted that electric rates are increasing, and thankfully the upgrades to LED lighting, etc., that were done in the past are benefitting us now. We have not tapped funds from the construction loan yet.

B-HVD is currently paying for the insurance policy through Primex. In the past this was paid by SAU4. We still need to obtain a copy of the current policy for our files.

Building Repairs/Maintenance Updates:

- All except one of the security cameras are fixed.
- The folding chair leg bottoms are here. Jerry plans to install them over time.
- Johnson Controls/Simplex still need to work on the clock/intercom system.
- The security alarm is still not working. Terry will follow-up on this and the clock/intercoms.
- Carpet tiles have been installed in the front entrance vestibule.
- The plastic covers over the fire alarms are scheduled to be installed this week by Aaron Spain, a new vendor. He also plans to fix some sheetrock near the chimney. We will likely hire him to do other small jobs going forward.
- Dale Blossom has agreed to do some interior painting for us this fall/winter, starting with the hallways. We plan to schedule this when students are not in the building.

The commissioners have obtained key fobs for the building. We still need to get badges. We may need to get our photos taken, perhaps when the staff does, if they haven't already.

The next B-HVD meeting is scheduled for Wednesday, October 15, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 12:30 PM on motion by Derry, seconded by Mark.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
October 15, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, Julie Converse, Russ Holden (participating remotely), Tonia Orlando, Brackley Shaw

The meeting began at 10:03 AM.

Construction Updates:

- The State Fire Marshal's office has received the documentation, but they have not reviewed it yet.
- All of the paperwork required for the DOE is ready except the State Fire Marshal's letter.
- The roof trusses were mistakenly constructed as 8-pitch when they should have been 6-pitch. The redesigned ones are scheduled to be delivered on October 29. Given this, the new estimated timeframe for the addition being "dried-in" is mid-November. The incorrect 8-pitch trusses have been temporarily moved to make more space in the back parking lot. BPS will take care of removing them from the premises soon. B-HVD will not incur the cost of redoing the trusses.
- Brackley approved the plumbing fixture submittal. Tonia asked that a larger rectangular sink with a higher faucet be used. The group agreed to this.
- The heating system for the new classrooms is being redesigned. The airflow in the hallway needs to be checked.
- Brackley will make a sketch of the sliced hip roof plan for the corner of the addition.
- We still need to find a source for replacement window sashes. Brackley will see if he has old submittals from the original construction to see if he can obtain some information.
- Terry will get the key schedule to Jeff.
- Tonia, Derry, and the teachers that will be in those classrooms, have been working on choosing finishes for the addition. They need to schedule another meeting. Samples are still needed for the epoxy flooring for the bathrooms.
- It was agreed that all the floor tiles in the hallway of the lower grade wing be replaced.
- The first coat of paving for the eastern parking lot is done. The remainder of the paving will likely happen next year.
- For construction schedule information, Tonia mentioned that November 10 is Parent/Teacher Conference Day, and Veterans Day, November 11, there is no school.

The Pasquaney School District Community Use of School Facilities draft was reviewed. Specifying which "Board" or "District" is referred to in the document was discussed. Rewording bullet number 5 regarding "Non-curriculum related student groups" was recommended. Also, noting that TTCC be second in line for use of the building was suggested. Tonia and Russ will make some edits and present the revised draft at our next B-HVD meeting.

Russ mentioned that the agreement between SAU4 and SAU108 regarding the unassigned Newfound Regional School District's fund balance for 2024 as well as the furnishings, equipment and supplies in B-HVS should be signed at tonight's SAU108 School Board meeting.

Tonia thanked the commissioners for the parking lot paving as well as other improvements being made to the school.

The group discussed the Security and Safety Grants being offered through the DOE. Since the security (intrusion) alarms and intercoms need to be replaced with new systems, they may be eligible for the grant money. Tonia and Terry will meet tomorrow to review this since there is a tight deadline.

Tonia will let Terry and Mark know the photo rescheduling date for the name badges.

Mark made a motion to approve the September 24, 2025, minutes as written. Derry seconded and the motion was approved.

The group reviewed and signed the manifests.

The P&L was reviewed. Our finances are stable. We have not been invoiced by BPS yet.

B-HVD has been paying for utilities and will continue to until July 1, 2026. It was noted that we incurred a security deposit of \$5,365 from Eversource since we are considered a "new" account. They usually hold this money for two or three years. Since SAU108 is scheduled to take over utility payments by then, it was noted that B-HVD is entitled to the reimbursement of the deposit.

Julie will obtain a copy of the property and liability insurance policy for the school for our records. B-HVD should be noted as additional insured.

Building Repairs/Maintenance Updates:

- The security cameras are all fixed, but the remote access still needs to be set-up, and training needs to be done.
- The folding chair leg bottoms will be installed by the custodian over time.
- The security (intrusion) alarm and the clock/intercom systems are all being updated with new systems.
- The plastic covers over the fire alarms have been installed.
- The misters have been turned off in the greenhouse.
- Jennifer Lloyd, a volunteer with the Garden Club, submitted a list of needs for the greenhouse and gardens which the group reviewed. Some items are time sensitive, while others can wait until late winter/early spring. Terry will meet with Jen regarding taking care of the purchases and other needs.
- The grounds are doing pretty well, especially given the drought. However, the baseball field still needs some work. It was mentioned that down the road we should consider a system to water the fields.

The next B-HVD meeting is scheduled for Wednesday, October 29, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 11:56 AM on motion by Mark, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
October 29, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, John Dunklee, Russ Holden (participating remotely), Tonia Orlando, Brackley Shaw

The meeting began at 10:02 AM.

Construction Updates:

- The State Fire Marshal's office has done a preliminary review of the documentation. They would like to meet at the school. Tonia, Jeff, Terry, Brackley, and Doug Proctor plan to join the meeting. This visit will help determine whether the fire walls will suffice or we need a sprinkler system installed. Jeff mentioned that even if we should need a sprinkler system, it should not bring the project to a halt. The hope is to schedule the meeting for next week.
- All of the paperwork required for the DOE is ready, but we are still waiting for the State Fire Marshal's letter.
- The roof trusses are due to arrive today. The framers are scheduled to come by this Monday, weather dependent. For construction scheduling purposes, Tonia mentioned that starting at noon on Nov. 10 and all of Nov. 11 the school will not be in session.
- On Nov. 11 the heating contractor will be coming to check the airflow in the hallway. Once the flows are confirmed they will release the plans for the addition's heating system. The mini splits are included in the overall plan.
- Brackley submitted a sketch of the sliced hip roof plan for the corner of the addition.
- Jeff reported that Andersen can still get pieces and parts for the windows. Replacement sashes are available. Although slightly different than the current ones at the school, they should look fine. It was suggested to obtain a couple of sashes to have in stock. Jeff will get a price.
- Terry shared some information with Jeff regarding the key schedule. There was a discussion about who should get what keys. Security, safety, and access need to be considered.
- Tonia, Derry, and the teachers that will occupy those classrooms need to meet to pick the remaining finishes including the epoxy floors in the bathrooms, the cabinet laminate, and the countertops. Jeff had emailed an image for the epoxy floor. The group is waiting to get actual samples of these items before scheduling a meeting. It was noted that the paint will likely be epoxy.
- The sinks for the classrooms will be rectangular, similar to a kitchen sink rather than a bathroom sink, in white ceramic.
- Jared will follow-up with Ted Gadbois regarding the schedule for the roofing.
- Tonia asked that the concrete cutting be done while the building is unoccupied. She mentioned that Nov. 26 is a day off, plus they have a two-week vacation at Christmas. We might consider asking Tonia's son Peter and/or Derry's son Voss to reinstall the bulletin board in the hallway.

Tonia handed out the revised drafts for The Pasquaney School District Community Use of School Facilities. Upon a quick review of the document, Derry noted that item number 14 should say "Bridgewater-Hebron Village District" instead of "Sunapee School District." Rather than read over the entire document at the meeting, Derry will look it over and get back to Tonia, Terry, and Mark

with any other suggested changes. Tonia mentioned that we have time since this won't be presented until the next SAU 108 School Board meeting, which is November 19. The application form to request use of the school facilities should be all set and does not need further review.

It was noted that the TTCC should be contacted and asked not to move heavy items around on the gym floor.

Tonia has not heard back yet regarding the Security and Safety Grants being offered through the DOE. Terry is writing some info on the need to replace the systems. It was also mentioned that there are a number of questions that need to be answered and documented regarding the procedures for running some of the security systems.

On Friday, Nov. 21, from 9-12, there will be a security assessment at the school by Homeland Security and Emergency Management through the NH Dept. of Safety. Tonia and Terry will meet with them. Derry and Mark also hope to attend. Their findings might potentially help with the grants. Tonia will check with the Bridgewater and Hebron Police Chiefs about joining the meeting.

Tonia mentioned that the photo retakes for the name badges will be November 12 and that arriving at 8:30 AM would work best.

Tonia submitted a copy of furniture requests which came out of their budget process. These items will likely be purchased on a "rolling" basis. She will prioritize the list. It was noted that it would be difficult for B-HVD to incur extra expenses at this time since we are still dealing with the school district's startup costs, as well as the construction expenditures. Mark commented that we will also need to consider the furniture for the 7th grade classroom. A CIP plan was suggested for the various budget items such as security, technology, and furniture. Working together and deciphering which board's budget covers what will need to be done. It was stated that the Chromebooks should be a school district expense.

Tonia mentioned that the 6th grade lockers are being installed today.

Mark made a motion to approve the October 15, 2025, minutes as written. Terry seconded and the motion was approved.

The group reviewed and signed the manifests and a new vendor forms.

The P&L was reviewed. Our net income is currently about \$310,000 to the good. We have not been invoiced by BPS yet. Terry will speak with the auditors regarding filling out the MS-434 and a revised estimate of our revenue. We should encumber the money we haven't spent. The auditors should help us with how to do this and keep the tax rate level.

Julie obtained a copy of the property and liability insurance policy certificate of coverage for the school for our records. Although B-HVD is listed as an additional covered party, Derry noted that under the type of coverage only the general liability box is checked and not the property section. We should also be listed as loss payee on the policy. Julie will follow-up on this.

Building Repairs/Maintenance Updates:

- One of the security cameras still has an issue. This problem plus the remote access is scheduled to be worked on today. The training might need to be another day if time doesn't allow.
- The folding chair leg bottoms installation will be ongoing.

Corrections of minutes will be reflected on the next meeting minutes.

- The clocks need to be totally replaced. The intercom should likely also be replaced, although it might be integrated with the current VOIP system. We are looking to get clarification of the estimates for these.
- The security (intrusion) alarm is currently working, but the control box needs replacing since the parts are no longer available.
- Terry met with the greenhouse committee regarding taking care of their purchases and other needs. He gave them info for the vendor we use. The Merrills will be doing the upgrades to the existing garden beds. The hangers for the pots are being replaced.

The next B-HVD meeting is scheduled for Wednesday, November 12, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 12:17 PM on motion by Mark, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
November 12, 2025
Bridgewater Town Offices

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

The meeting began at 10:01 AM.

Construction Updates:

- Steven Dunn from the State Fire Marshal's office visited the school and has reported that the building needs to be 100% sprinkled and we must submit a plan to be compliant. He told us that he could not personally approve our requested five-year postponement but would present our written response requesting this to the Fire Marshal for approval. Funding is a factor, especially given the other expenses we are incurring at this time. Terry will draft a letter of response with a timeline. Erick Piper has offered to assist writing this. Jeff suggested that Doug Proctor might be consulted.
- The DOE will permit occupancy of the new addition once they receive a letter from the State Fire Marshal's office that a plan is in place.
- The roof trusses are installed and everything is sheathed. The roof shingling is scheduled for this Saturday. Most of the shingling should be completed except the sections with the louvres.
- It was decided not to do the sliced hip roof on the corner of the addition since the bollards should be sufficient. To verify this, a bus will navigate around the corner to assure that there is enough clearance.
- Jared mentioned that he plans to start taking out the windows in the hallway today or tomorrow.
- The concrete cutting is scheduled to take place on Monday, November 17, starting at 11:30 AM. Tonia mentioned that students can be out of that wing at that time.
- The airflow test for the heating system was done yesterday. It seemed to go well, but we are waiting on a formal report plus the heating system plan. The revised heating system including the mini splits is estimated to cost an additional \$40,000.
- It was decided that the exit ramp could be built by adding a foot of stone underneath the concrete rather than adding a footing and wall. This should be adequate and save time and money. Adding a rain diverter on the roof above that area was suggested.
- Jeff is still working on getting the replacement window sashes.
- Tonia and Jeff will meet with Kelly McLane today to pick the remaining finishes including the epoxy floors in the bathrooms, the cabinet laminate, and the countertops. Jeff has the samples needed.
- White porcelain sinks for the classrooms have been chosen.
- A discussion ensued regarding the windowsills in the addition. It was decided not to use wood but a material that is more indestructible. Tonia will be consulted.
- The fencing around the construction site will be removed once the windows and doors and the ramp are installed.
- It was noted that a catwalk has been built connecting the new addition to the existing building.

Tonia handed out the revised draft for The Pasquaney School District Community Use of School Facilities based on some suggested edits that Derry had emailed after the last meeting. Derry will

Corrections of minutes will be reflected on the next meeting minutes.

check the draft against her suggestions and get back to Tonia later today. The group also decided to reword section 5:e. Tonia will email the group with the updated draft including this latest change.

Tonia mentioned that only one project per year is eligible for the Security and Safety Grants being offered through the DOE. Terry will forward the quote for the intercom system upgrade to Tonia and Russ, thinking this would be best to apply for this year. We might consider applying for a grant for security systems at the door entrances next year, especially at the upper grade wing.

It was noted as a reminder that on Friday, Nov. 21, from 9-12, there will be a security assessment at the school by Homeland Security and Emergency Management through the NH Dept. of Safety.

Parking in the eastern lot was discussed. Tonia will ask the staff to try to park more efficiently in the space and not to park on the grass.

Derry has received her badge, and Mark and Terry had their photos taken today for theirs.

Tonia mentioned that she has split the furniture requests she had submitted at the last meeting into three categories:

- The 7th grade furniture and additional lockers to be paid by B-HVD.
- The furniture for the new 1st and 2nd grade classrooms to be paid by any leftover operating funds from SAU 108 upon approval by the Pasquaney School Board.
- Some of the remaining furniture requests could be included in SAU 108's proposed budget for next year.

Tonia said that she is working on removing some unneeded furnishings on the premises.

It was noted that the strobe light in the hallway of the upper grade wing will need to be moved up to allow for the additional lockers.

Mark made a motion to approve the October 29, 2025, minutes as written. Terry seconded and the motion was approved.

The group reviewed and signed the manifests.

The Profit & Loss statement was reviewed. Our financial situation is still good. The Annual Financial Report from the auditors was also discussed. Mark noted that we had a \$110,789 positive fund balance from 2024, which was more than we had previously anticipated. It was also noted that we currently have zero debt. We have yet to be invoiced by BPS. We are still waiting for the state to get back to us regarding the tax rates.

The insurance policy for the school is being revised to include us as a loss payee on the policy.

Building Repairs/Maintenance Updates:

- The security cameras are all working but the remote access still has some issues. The training still needs to happen.
- Jerry has begun the installation of the folding chair leg bottoms.
- The estimate to replace the clocks is \$15,000. We will wait until January to do this.

- The intercom replacement estimate is \$66,000. We are hoping the DOE grant can help pay for this.
- The security (intrusion) alarm is operating well. We are getting an estimate on replacing the control box.
- The greenhouse equipment is all working well. The lower windows still need washing. We are waiting to hear back from the Garden Club volunteers regarding the materials they need. Terry had given them info on the vendor we use. The Merrills still plan on doing the upgrades to the existing garden beds. The hangers for the pots are in and need to be installed. It was noted that the greenhouse is currently not being actively used.

The next B-HVD meeting is scheduled for Thursday, December 4, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 11:49 AM on motion by Mark, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner

Bridgewater-Hebron Village District
Meeting Minutes
December 4, 2025
Bridgewater Town Offices

Board Members Present: Mark Coulson, Terry Murphy, Derry Riddle

Others in attendance: Jeff Cloutier, Russ Holden (participating remotely), Rich James, Jared Maynard, Tonia Orlando, Brackley Shaw

The meeting began at 10:03 AM.

Construction Updates:

- The group accepted the revisions to a draft of a letter of response to Steven Dunn of the State Fire Marshal's office regarding the sprinkler system. Derry will email the revised version to the group. The letter asks for five years before we act on it, initializing the plan in 2030. The DOE will permit occupancy of the new addition once they receive a letter from the State Fire Marshal's office that a plan is in place.
- The roof is mostly done except the caps and louver areas. The building is weather tight.
- Tonia contacted the bus company regarding testing the clearance at the corner of the addition. It was felt that the plowed snow in that area will make the test more accurate.
- The commissioners approved the change order for the revised heating system, which will cost an additional \$49,152.
- It was decided to use sheetrock on the hallway side walls in the classrooms.
- Jeff is waiting to hear back on pricing for the replacement window sashes.
- Jared reported that the window relocation went well. Caulking will happen in warmer weather.
- Most of the interior finishes have been decided on, with a few items still to be chosen. Nothing is holding up the project. The signs will be similar to the present ones in the building. The floor tiles still need to be selected for the hallway. The windowsills will be white Corian.
- Terry mentioned that some other floor tiles in other sections of the building need some repair and could be done when the hall flooring is installed.
- Derry mentioned that Dale Blossom had contacted her regarding the painting schedule for the hallway. She will let him know that it will likely be during February 23-27, during winter break rather than over the holiday vacation later this month.
- It was noted that the masonry will need to be toothed around the doorways.
- It was decided that the concrete exit ramp should be constructed according to Brackley's plan using a footing and wall. This would be done in the spring. Cost is estimated at about \$25,000.
- Jeff thinks we are doing OK regarding the budget. After this month's invoicing, BPS will get us a projection on the status.
- Jared mentioned that the plumbers are currently working on the project. The electrical rough-in is about 80% complete.
- The cutting of the block and other "disruptive" work is scheduled to be done during Christmas break.
- Trusted Electric will be hired directly by B-HVD to do the internet wiring.
- The majority of the lumber from the incorrect trusses has been removed from the property. Any remaining pieces should not interfere with plowing.
- The block in the areas of the hallway where the windows had been will be made flush.

- Lithonia soffit lights were selected.
- It was noted that the soffit will be open for access to install the speaker and camera systems later on.

Tonia noted that the latest revised version of The Pasquaney School District Community Use of School Facilities has been given to the SAU108 Board for their review.

On Nov. 21, Terry and Tonia met with Kevin Partington for the security assessment by Homeland Security and Emergency Management through the NH Dept. of Safety. He was mostly impressed with the facility. He noted that the safety committee needs to be trained. It was mentioned that to lock the front door it would require the installation of a buzzer and camera. We are looking at extending the fob system to the eastern wing door. It was noted that Kevin was only making recommendations and not mandates. Having the assessment could be helpful for the security grant. The report is forthcoming. Additionally, it was noted that installing bullet-resistant film on the glass doors is something to consider in the future, possibly using grant money.

A discussion ensued regarding the Security and Safety Grant. The company Audio Enhancement could integrate all the systems (cameras, doors, clocks, etc.) enabling them to interact with each other. SAU108 has applied for a grant for this purpose. Each school district can apply for up to \$150,000. The grant does not preclude using other vendors (in all or in part). Tonia had hoped that the Village District could hold off on purchasing the speakers, but a deposit has already been made with the vendor. If we get the grant for the integration system, SAU108 would incur the cost of this going forward. If so, it should be updated in the lease agreement.

Tonia will check to see if Mark and Terry's badges are in.

Splitting the furniture costs between B-HVD and SAU108 is still being considered. B-HVD could purchase the lockers and 7th grade furnishings (with 8th grade later). The Village District might also purchase some of the furniture for the addition, with SAU108 obtaining some. Tonia mentioned that the furniture would be purchased through Hertz (who bought out School Furnishings). The goal is to be more consistent throughout the building, with the pieces being adjustable to different heights.

Tonia continues to explore ways to get rid of the unneeded furnishings on the premises. She will get a list of the items and Russ will share this at the regional superintendents' meeting. Rich James suggested checking with the ReStore in Plymouth. Charter schools were also mentioned.

Building Repairs/Maintenance Updates:

- Terry and Tonia will meet over Christmas break regarding the remote access training.
- All of the folding chair leg bottoms have been installed.
- The clocks are scheduled to be updated over Christmas vacation.
- The estimate for replacing the security (intrusion) alarm control box should be coming.
- The greenhouse is not currently being actively used. Tonia talked with NLRA regarding working with native species. She also communicated with Local Food Plymouth regarding collaborating with them. Both organizations are open to a conversation about it. She mentioned that any program should comply with NGSS (Next Generation Science Standards). It was also felt that we might find a funding agent and partner with other schools that have greenhouses.
- Terry will ask Johnson Controls about moving the strobe light in the hallway of the upper grade wing to allow for lockers. This could be done when they work on the clocks.

- It was noted that there still is one non-VOIP phone landline as an emergency backup.
- Bridgewater Police Chief John Johnson is working with Tonia regarding the panic alarm working properly, and making sure it is not accessible to students. She feels one is sufficient for the building. Chief Johnson also made Tonia's walkie talkie functional. She expressed her gratitude.
- SAU108 is considering the purchase of a new gym floor covering installation system (\$11,000-\$12,000).

Mark made a motion to approve the November 12, 2025, minutes as written. Terry seconded and the motion was approved.

The Profit & Loss statement was reviewed. Our financial situation remains good. There is \$450,808 presently in the bank account; \$250,000 is part of the fund balance from the end of last year. We have \$800,000 remaining to access from the loan.

The group reviewed and signed the manifests.

The insurance policy for the school has been updated to include us as a loss payee on the property.

The next B-HVD meeting is scheduled for Wednesday, January 7, at 10:00 AM at the Bridgewater Town Offices.

The meeting adjourned at 11:57 AM on motion by Mark, seconded by Terry.

Respectfully Submitted,
Derry Riddle, Commissioner