

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