

Bridgewater-Hebron Village District
Meeting Minutes
February 4, 2026
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, Keith McBey, Tonia Orlando, Brackley Shaw

The meeting began at 10:03 AM.

Construction Updates:

- The tile floors will be finished in the classrooms today. The hallway floors are scheduled to be done over February vacation.
- The classroom lights are installed, and the heating is being hooked up.
- Control Technologies has run what's needed to the mechanical mezzanine.
- The attic access has been taken care of.
- The cabinets are coming next week. The cubbies will be freestanding and considered a furniture purchase (not made through BPS).
- Jeff will be getting the samples of the bulletin and white boards to Tonia.
- The letter to the Fire Marshal office regarding waiting on the sprinkler system has been sent from B-HVD and we are awaiting their response. A letter is needed from their office stating that the construction is done to the drawing specifications' code. This is required for the occupancy permit. Jeff will follow-up with the Fire Marshal office. Terry will get Jeff a copy of that final letter that had been sent to them.
- Brackley has given the ADA Compliance letter to Russ. A copy was given to Tonia and Jeff. Tonia is hoping to use the new addition for summer school starting July 1. Information regarding the water well plus the square footage of the school is also needed for the occupancy permit. Terry will get this info to Russ and Tonia.
- Merrills will do the tree trimming by the corner of the addition in the spring.
- Morrison Construction will be giving a quote for the two bollards in that area.
- Jeff is still waiting to get quotes on the window sash replacements.
- The interior finishes have all been chosen.
- Some floor tiles in other areas of the building need replacing. BPS will see if their contractor can match the broken tiles.
- The lock sets are not installed in the classrooms yet. At this point we will go with what is keyed for the other doors. Ultimately all the exterior doors will need to be rekeyed.
- Dale Blossom is scheduled to paint the upper grade hallway during February break and the lower grade hall during April vacation. Derry will get his contact info to Tonia.
- Keith gave a preliminary cost projection and reported that we are about \$28,000 under budget. This includes the various change orders outside the original contract scope.
- Derry will arrange for Budget Blinds to come in March to measure for the window shades in the new addition. This will be paid directly by B-HVD.
- The roof will be finished once the snow is off.
- BPS was thanked for their consideration, working well with the school schedule, and creating little disturbance during construction. Tonia was also thanked for her cooperation.
- Most of the construction should be complete by the end of February, except mainly for a few exterior items waiting for warmer weather.

- It was reported that one of the subcontractor's trucks hit the exterior corner of the building. The damage was minor and they will pay for the repairs. It was noted that bus traffic will continue as is until the bollards are installed.

The *Pasquaney School District Community Use of School Facilities* has been approved by the SAU108 School Board.

Tonia gave the commissioners the school security assessment to review, which will be discussed at the next B-HVD Board meeting.

SAU108 was awarded a \$150,000 Security and Safety Grant through the DOE. Tonia, Russ and Terry will meet to review the priorities and use of the funds.

Suggested additional language to add to *The Pasquaney School District Policy FEG: Supervision of Construction, Clerk of the Works/Project Manager* was presented. This would link the document to pertinent language in the lease agreement between SAU108 and B-HVD. Mark will send the text to Russ to add to the document. Russ will then get a draft to the B-HVD Board. Upon their approval, he will present it to the SAU108 Board.

Tonia had given Terry an "aspirational" list of furniture acquisitions, but the group agreed that deciding what might be covered by the above security grant should be done first. Tonia noted that the furniture would need to be ordered soon since it typically has a long turnaround time. The 7th grade will have science room furniture.

The removal of unneeded furniture was discussed. Tonia will put together a list of items. Although we would not ask for payment, anyone interested in the furniture would need to incur the cost of removing it. Russ will put it on superintendent listservs. There is a small amount of furniture in the shed by the soccer field and quite a bit in the greenhouse. Rich James suggested the state surplus system "White Farm" as an option. He will send Tonia the information.

Building Repairs/Maintenance Updates:

- Remote access training still needs to happen.
- The clocks/intercom system is to be done during February break.
- The estimate for replacing the security (intrusion) alarm control box is still needed.
- Two additional exterior doors have been alarmed. The door by the new ramp will also need to be done.
- Some supplies have arrived for the greenhouse. Terry will get Tonia a list of what has been ordered. On February 13, Tonia will be meeting with Garden Club members and a Local Foods Plymouth representative (with expertise in school gardening and how to tie it into the science curriculum). Another option for the greenhouse is a pollinator garden for the younger grades. Working with NLRA is also a possibility.
- The strobe light issue has been resolved. It does not need to be moved for the lockers.
- The panic alarm still needs to be tested.
- The Merrills have been given the building use schedule with extracurricular activities which has helped with winter snow/ice removal timing.
- Eye wash stations should be added to the potting room and the kitchen area.
- Tonia gave the group the approved calendar for the next school year.
- A discussion ensued regarding who is responsible for what regarding the website and technology needs.

Tonia praised the teachers at B-HVS stating they are exemplary, professional, and team-oriented. The commissioners thanked Tonia for her exceptional job at the school as well.

Mark made a motion to approve the January 7, 2026, 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 remains good. It was noted that \$655,000 has been drawn from the loan so far. We will be paying interest only on the bond through the rest of 2026. We have money available for the paving this year. Our budget should be staying flat. Terry will email the 2026 proposed budget for review.

Our annual meeting is Tuesday, April 14. There is a one-year term (to fill the remainder of Bill White's resigned position) and a three-year term open for commissioner. Terry is up for re-election. Clerk Colleen Kenney has the complete information regarding all the positions.

The budget hearing will be Wednesday, February 25, at 10:00 AM at the Bridgewater Town Offices.

Terry will write a draft for our annual report and send it to Derry and Mark for their input. We need to get this done ASAP since Bridgewater's Town Report entries are due soon.

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

The meeting adjourned at 12:27 PM on motion by Mark, seconded by Derry.

Respectfully Submitted,
Derry Riddle, Commissioner