

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
FOR THE VILLAGE OF BATH
REGULAR MEETING
JUNE 19, 2023**

This meeting of the Board of Trustees of the Village of Bath was held on the 19th day of June 2023 located at 110 Liberty Street, Bath NY 14810. This meeting was called to order by Mayor Michael Sweet at 5:30 p.m.

Present:

Mayor:	Michael Sweet
Deputy Mayor/Trustee:	Karen Causer
Trustee:	Jeffrey Muller
Trustee:	Melanie Coots
Trustee:	Mark Bardeen
Clerk/ Treasurer:	Jacqueline Shroyer
Street Supervisor:	Thomas Gutow
Attorney:	Aaron Mullen
Deputy St. Superintendent:	Jason Causer
Code Enforcement:	Bradley Hill
Fire Chief:	Matt Glashauser
Chief of Police:	Colin Taft

Absent:

Director of Utilities:	Erin Bonacci
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Visitors/Residents in Attendance:

Dillon Lewis – Resident
Kelly Fitzpatrick – Business Owner/County Legislator
Nate Uram – Street Dept Employee
Calvin Uram – Visitor
Tyler Haight – Street Employee
Mary Gutow – Resident
Jim Burns – Hunt Engineers
Jeff Robbins – Hunt Engineers

Visitor:

Hunt Engineers:

Approve Financing Options:

Motion made by Trustee Bardeen, seconded by Trustee Causer to approve Option 2 for Financing the PD Renovation Project and to allow the Village to go out for financing for a bond anticipation note renewable up to 5 years and not to exceed \$249,854.53 Option 2 includes:

Project Costs - \$707,321.00
Paid prior to Bids - \$36,062.00
Use of ARPA Funds - \$121,404.49

Use of Fund Balance - \$300,000.00

Use of Bond Anticipation Notes - \$249,854.51

All present were in favor and the motion was carried.

Approval of Contract Awards for PD Renovations:

Motion made by Trustee Coots, seconded by Trustee Causer to approve the contract awards for the Police Department Renovation project.

General Trades – Kuehne Construction, Inc. - \$421,150.00

Plumbing – Kuehne Construction, Inc. - \$39,940.00

Mechanical – Upstate Piping & Construction - \$63,000.00

Electrical – Schuler – Haas - \$62,000.00

Security – Linstar Inc. - \$5,469.00

Access Controls – Covert Security - \$21,200.00

All present were in favor and the motion was carried.

Approve Project Budget for PD Renovations:

Motion made by Trustee Muller, seconded by Trustee Coots to approve the Project budget for a total of \$707,321.00. All present were in favor and the motion was carried.

Notice to Proceed for PD Renovations:

Motion made by Trustee Causer, seconded by Trustee Bardeen to approve HUNT to issue notice to proceed to all contractors for the Police Department Renovation project. All present were in favor and the motion was carried.

Approve HUNT to draw-up and issue contracts for PD Renovations:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve for HUNT to draw-up and issue contracts and to approve the mayor to execute the contracts. All present were in favor and the motion was carried.

Fagan Enterprises – Road Widening of Elm St:

Brad Hill spoke about the widening of the entrance and exits of Elm St. for the Dana Lyon Project. This was approved already with the Planning Board.

Audit of Bills:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the payment of the Village bills in the amount of \$292,960.14. All present were in favor and the motion was carried.

Department Head Reports:

Thomas Gutow, Street Superintendent:

Street Report was received.

Colin Taft, Chief of Police:

Police Report was received.

Bradley Hill, Code Enforcement:

Code Enforcement Report was received.

Matthew Glashauser, Fire Chief:

Fire Department Report was received.

Erin Bonacci, BEGWS Director:

BEGWS Minutes were received. Monthly report was received.

Jacqueline Shroyer, Clerk/Treasurer Report:

Clerk/Treasurer Preliminary Year End Report was received.

New Business:

Accept Retirement of Thomas Gutow. St. Superintendent:

Motion made by Trustee Muller, seconded by Trustee Bardeen to accept Street Superintendent's, Thomas Gutow's, retirement with regret effective June 23, 2023. All present were in favor and the motion was carried.

Set Public Hearing Local Law Cannabis Business:

Motion made by Trustee Causer, seconded by Trustee Muller to set the public hearing on Local Law #3 amending Chapter 119 of the Bath Village Code Relative to the Cannabis Business for Monday July 17, 2023 at 5:30 p.m. All present were in favor and the motion was carried.

Naming of Dog Park/Sign:

Motion made by Trustee Muller, seconded by Trustee Coots to allow the mayor to speak with the Langendorfer family regarding naming the dog park after Betty Langendorfer. All present were in favor and the motion was carried.

Approve Casey Saltsman – Mossy Bank Employee:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve Casey Saltsman as Groundskeeper for Mossy Bank Park for the summer. All present were in favor and the motion was carried.

Authorize Mayor to Execute Construction Contracts for WWTP Upgrades:

Motion made by Trustee Muller, seconded by Trustee Bardeen to authorize the mayor to execute the construction contracts for the WWTP Upgrades. All present were in favor and the motion was carried.

Adjourn Regular Meeting/Executive Session:

Motion made by Trustee Bardeen, seconded by Trustee Causer to adjourn the regular meeting of the Board of Trustees of the Village of Bath at 6:22 p.m. to go into executive session for the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation, for village policies and contracts. All present were in favor and the motion was carried.

Chief of Police, Colin Taft, asked to stay in executive session. Left at 6:58 p.m.

Deputy Street Superintendent, Jason Causer, asked to join executive session at 7:03 p.m. Left at 7:08 p.m.

Karen Causer left executive session at 7:03 p.m. Returned at 7:09 p.m.

Melanie Coots left executive session at 7:09 p.m. Returned at 7:19 p.m.

Tyler Haight asked to join executive session at 7:09 p.m. Left at 7:12 p.m.

Return to Regular Session:

Motion made by Trustee Muller, seconded by Trustee Bardeen to return to regular session at 7:19 p.m. All present were in favor and the motion was carried.

PBA Settlement Agreement:

Motion made by Trustee Bardeen, seconded by Trustee Coots to approve the PBA settlement agreement regarding the improper practice charge on the employee handbook. All present were in favor and the motion was carried.

Updated Employee Handbook:

Motion made by Trustee Coots, seconded by Trustee Causer to approve the updated employee handbook changes, including state required sexual harassment policy updates. All present were in favor and the motion was carried.

Memorandum of Agreement with PBA:

Motion made by Trustee Coots, seconded by Trustee Muller to approve the Memorandum of Agreement from the PBA on the position of first sergeant effective immediately with no retroactive pay. All present were in favor and the motion was carried.

Agreement:

Motion made by Trustee Bardeen, seconded by Trustee Muller to approve the PBA agreement regarding a particular unit employee and allow the mayor to sign the agreement. All present were in favor and the motion was carried.

COVID-19 Leave Procedures:

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the two COVID-19 leave procedures for the clerk's office to reference. All present were in favor and the motion was carried.

Motor Vehicle Records Policy:

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the Motor Vehicle Records (MVR) Policy pending Attorney Lynn's review. All present were in favor and the motion was carried.

Street Superintendent Appointment:

Motion made by Trustee Muller, seconded by Trustee Bardeen to appoint Jason Causer to Street Superintendent effective June 23, 2023 and to update his personnel policy to include a \$400 uniform allowance and two weeks of vacation after one year of service. Trustee Causer abstained and the motion was carried.

Adjournment:

Motion made by Trustee Muller, seconded by Trustee Causer to adjourn the regular meeting at 7:23 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer
Clerk/Treasurer