

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
FOR THE VILLAGE OF BATH  
REGULAR MEETING  
NOVEMBER 20, 2023**

This meeting of the Board of Trustees of the Village of Bath was held on the 20th day of November 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:	Jason Causer
Code Enforcement:	Bradley Hill
Attorney:	Aaron Mullen
Street Employee:	Tyler Haight
Director of Utilities:	Erin Bonacci
Michael Jackson	Criminal Investigator

**Absent:**

Fire Chief:	Matt Glashauser
Chief of Police:	Colin Taft

**Visitors/Residents in Attendance:**

Kelly Fitzpatrick – Business Owner/County Legislator  
Nick Pelham – County Legislator  
Kevin Parsels – Business Owner  
Timon Parsels – Business Owner  
Mark Schlechter – Attorney  
Calvan Uram – Town Resident  
Dillon Lewis – Resident

**Visitor:**

**Kevin Parsels – Zoning for Building 130 W. Morris St.:**

Mr. Parsels was checking on progress for the zoning issue for his building. Mayor informed him it's on the agenda.

**Audit of Bills:**

Motion made by Trustee Muller, seconded by Trustee Causer to approve the payment of the Village bills in the amount of \$524,274.93. 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 report was received.

Motion made by Trustee Causer, seconded by Trustee Coots to approve the following budget amendments for budget year 2023-2024. All present were in favor and the motion was carried.

Increase A3120.417 Police Department Ammo by \$1,050.00  
Decrease A3120.412 Police Department Supplies by \$1,050.00  
To Cover Costs of Ammo purchased.

Increase A5410.41 Street Expense – Sidewalk Replacement by \$1,000.00  
Increase A599 Appropriated Fund Balances by \$1,000.00  
To Cover Expenses not Budgeted for Sidewalk Replacement in Assigned Fund Balances.

**New Business:**

**WWTP Upgrades – Approval of Contractor Payment Applications:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the Contractor Payment Applications for the WWTP Upgrades in the amount of \$30,000.00 for contract 2 Electrical Construction to Matco Electric, \$40,893.00 for Contract 3 HVAC Construction to Michael A. Ferrauilo Plumbing & Heating & Htg Inc., and \$28,690.00 for contract 4 Plumbing Construction to Frey & Campbell. All present were in favor and the motion was carried.

**Election Resolution – Polling Place:**

WHEREAS, the election law for the state of New York, article 15-104, Sub. 3, provides for the conduct of village election, it is herefore in compliance therewith, at a regular meeting of the Board of Trustees of the Village of Bath held on the 20th day of November 2023, moved by

Trustee Muller, seconded by Trustee Causer, all Trustees and Mayor voting in favor, resolved that the annual Village election will be held on the 19th day of March, 2024 with the following particulars:

The Village of Bath, New York, constitutes one election district, and the polling place of such district is the Municipal Building, Liberty Street, Bath, New York. The hours during which the polls shall be open for voting shall be 12:00 noon until 9:00 p.m.

Notice is hereby given that the vacancies and their terms of office are as follows:

Village Mayor – One (1) Position, Two (2) year term – April 1, 2024 – April 6, 2026.

Village Trustee – Two (2) Positions, Four (4) year term – April 1, 2024 – April 3, 2028.

Village Justice – One (1) Position, Four (4) year term – April 1, 2024 – April 3, 2028.

**Resolution for County to Collect Unpaid Taxes:**

Motion made by Trustee Coots, seconded by Trustee Causer resolving that the Village Board of Trustees authorizes the County of Steuben to collect unpaid 2023/2024 taxes in the amount of \$179,743.41. All present were in favor and the motion was carried.

**NYS Chief of Police Association Leadership Summit Nov 8-9:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the Chief of Police, Colin Taft, to attend the NYS Chief of Police Association Leadership Summit November 8 – 9, 2023 in Albany, NY. All present were in favor and the motion was carried.

**Approve Mayor to attend NY Forward Presentation:**

Motion made by Trustee Causer, seconded by Trustee Bardeen to approve the mayor to attend the NY Forward Presentation in Binghamton, NY. All present were in favor and the motion was carried.

**NYS Legal Updates Course – November 21, 2023:**

Motion made by Trustee Causer, seconded by Trustee Bardeen to approve Chief Taft, Sergeant Johnson, Sergeant Recktenwald and Investigator Jackson to attend the NYS Legal Updates Course on November 21, 2023. All present were in favor and the motion was carried.

**Wellsville Active Shooter School – December 11 – 14:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve Police Officer Roberson to attend the Wellsville Active Shooter School from December 11 – 14, 2023. All present were in favor and the motion was carried.

**Update Zoning Law:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to set the public hearing On December 18, 2023 at 5:30 p.m. on Local Laws #4 & #5 repealing Local Law #3 of 2023, which established the district or districts within which Cannabis operations could be located and

a local law amending Chapter 119 of the Bath Village Code Relative to the Cannabis Business. All present were in favor and the motion was carried.

**Adjourn Regular Meeting/Executive Session:**

Motion made by Trustee Coots, seconded by Trustee Muller 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 and for litigation. All present were in favor and the motion was carried.

BEGWS Director of Municipal Utilities, Erin Bonacci, asked to stay in executive session. Left at 6:41 p.m.

**Return to Regular Session:**

Motion made by Trustee Muller, seconded by Trustee Causer to return to regular session at 7:08 p.m. All present were in favor and the motion was carried.

**Appointment of Assistant Director of Municipal Utilities:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to appoint Keith Joint as the Assistance Director of Municipal Utilities effective Monday December 11, 2023 for \$86,000 annually. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Trustee Muller, seconded by Trustee Causer to adjourn the regular meeting at 7:09 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer  
Clerk/Treasurer