

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
FOR THE VILLAGE OF BATH  
REGULAR MEETING  
DECEMBER 18, 2023**

This meeting of the Board of Trustees of the Village of Bath was held on the 18th day of December 2023 located in the conference room at Bath Electric Gas & Water Systems at 7 South Ave., 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
Chief of Police:	Colin Taft
Fire Department:	Michael Fiordo
Asst. Director Utilities	Keith Joint
Admin Asst. Utilities	Echo Yoeman

**Absent:**

Fire Chief: Matt Glashauser

**Visitors/Residents in Attendance:**

Kelly Fitzpatrick – Business Owner/County Legislator  
Nick Pelham – County Legislator  
Kevin Parsels – Business Owner  
Calvan Uram – Town Resident  
Dillon Lewis – Resident  
Nathan Uram – Street Employee  
Jim Deats – Resident  
Robert Plaskov – Utility Commissioner/Mossy Bank Member  
Keith Becken – Utility Commissioner  
Lee Cornaire – Resident/Shade Tree Member  
Jeremy DeBarr – BST Auditor – via videoconference – left at 5:40 p.m.  
Brendan Kennedy – BST Auditor – via videoconference – left at 5:40 p.m.

**Public Hearing:**

**Local Law #4 – Repealing Local Law #3:**

Public Hearing opened at 5:30 p.m. to discuss or answer questions regarding repealing of Local Law #3 which established the district or districts within which Cannabis operations could be located.

Motion made by Trustee Coots, seconded by Trustee Bardeen to close the public hearing at 5:31 p.m. All present were in favor and the motion was carried.

**Local Law #5 - Amending Chapter 119:**

Public Hearing opened at 5:31 p.m. to discuss or answer questions regarding amending Chapter 119 of the Village of Bath Code Relative to the Cannabis Business.

Lee Cornaire is concerned with traffic in that area and there are more businesses coming in that area. There is a bunch of truck traffic as there is. They Mayor said his concerns are noted.

Motion made by Trustee Causer, seconded by Trustee Bardeen to close the public hearing at 5:32 p.m. All present were in favor and the motion was carried.

**BST Audit Presentation:**

BST discussed with the board of trustees the 2022-2023 fiscal year audit results. Financial Summary Overview – Total Revenues - \$5,279,699, Total Expenses - \$5,054,923 for a net income of \$224,776. BST feels the general fund appears to be in a strong financial condition. The Village completed operations in 2023 in the capital fund due to full repayment of a BAN. There were no adjusting entries during the 2022-2023 fiscal year audit.

BST were very pleased with Village management and personnel in the conduct of their financial statement audit. The financial position of the Village appears to be well managed.

**Mayor Welcomes Keith Joint as Assistant Director of Municipal Utilities.**

**Appointment – Robert Plaskov – Utility Commission:**

Motion made by Trustee Coots, seconded by Trustee Muller to reappoint Robert Plaskov to the Utility commission for a 5 year term. All present were in favor and the motion was carried.

**Audit of Bills:**

Motion made by Trustee Muller, seconded by Trustee Causer to approve the payment of the Village bills in the amount of \$218,417.49 plus the AT&T invoice for \$378.71. All present were in favor and the motion was carried.

**Department Head Reports:**

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

Increase A1325.1 Clerk – Personal Services by \$800.00  
Decrease A1460.1 Records Management - Personal Services by \$800.00  
To Cover Costs of buyout not budgeted.

Increase A1325.4 Clerk – Contractual by \$500.00  
Decrease A1460.4 Records Management – Contractual by \$500.00  
To Cover Supplies used by Records Management.

Increase A1620.43 Buildings – Contracts by \$180.00  
Decrease A4010.4 Health Officer – Contractual by \$180.00  
To Cover Costs of Monitoring Services.

Decrease A3120.1 Police Dept – Personal Services by \$88,000.00  
Decrease A2390 Reimbursement from County – Patrols  
To Correct Budget as no Contract was approved for this program.

Increase A3120.1 Police Dept – Personal Services by \$11,400.00  
Decrease A3315.4 Stop – DWI by \$11,400.00  
To Cover the Costs of OT for DWI grants.

Increase A3120.11 Police Dept – Personal Services Dispatch by \$2,720.00  
Decrease A3120.1 Police Dept – Personal Services by \$1,800.00  
Decrease A3120.12 Police Dept – Anticipated Retirement by \$611.00  
Decrease A1460.1 Records Mgmt – Personnel Services by \$309.00  
To cover the costs of Training new Dispatcher.

Increase A8989.1 Misc Home & Community Service – Personnel by \$5,562.00  
Decrease A1460.1 Records Mgmt – Personnel Services by \$5,562.00  
To Cover costs for Community Service Program judges have been using more.

Increase A3120.42 Police Dept – Gas & Oil by \$3,500.00  
Decrease A1990.4 Contingent Account by \$3,500.00  
To Cover the costs of increased Fuel Usage.

Increase A3120.2 – Police Dept – Equipment by \$20,972.53

Decrease A1990.4 Contingent Account by \$20,972.53  
To Cover Costs of New Vehicle Upfitting not Budgeted.

**Committee Reports:**

**Mark Bardeen:**

Fire Department Election Results:

Fire Chief – Michael Fiordo  
1<sup>st</sup> Asst Fire Chief – Dave Dowdle  
2<sup>nd</sup> Asst Fire Chief – Brady Hill  
3<sup>rd</sup> Asst Fire Chief – Curtis Wininger  
4<sup>th</sup> Asst Fire Chief – Corey Zydanowicz  
Fire Police – Brent Hockaday  
President – Jason Causer  
Vice President – Anthony Celino  
Secretary – Chris Kincella  
Treasury – Robin Havens

**New Business:**

**Approve Local Law #4 – Repealing Local Law #3:**

Motion made by Trustee Bardeen, seconded by Trustee Causer to declare the Bath Village Board as the lead environmental agency under SEQR for Local Law #4. All present were in favor and the motion was carried.

Motion made by Trustee Coots, seconded by Trustee Causer to declare, upon review of the Short Environmental impact forms parts 1 through 3 that no or small impact will occur on numbers 1-11 of part 2, adopting the explanation of number 2 on part 3, and determining that this action will not result in any significant adverse environmental impacts regarding Local Law #4. All present were in favor and the motion was carried.

Motion made by Trustee Bardeen, seconded by Trustee Causer to approve Local Law #4 Repealing Local Law #3, which established the district or districts within which Cannabis operations could be located. All present were in favor and the motion was carried.

**Approve Local Law #5 – Amending Chapter 119:**

Motion made by Trustee Causer, seconded by Trustee Coots to declare the Bath Village Board as the lead environmental agency under SEQR for Local Law #5. All present were in favor and the motion was carried.

Motion made by Trustee Bardeen, seconded by Trustee Causer to declare, upon review of the Short Environmental impact forms parts 1 through 3 that no or small impact will occur on numbers 1-11 of part 2, adopting the explanation of number 2 on part 3, and determining that this action will not result in any significant adverse environmental impacts regarding Local Law #5. All present were in favor and the motion was carried.

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve Local Law #5 Amending Chapter 119 of the Bath Village Code Relative to the Cannabis Business. All present were in favor and the motion was carried.

**Approve 2022-2023 Financial Audit:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the 2022-2023 fiscal year end audit from BST. All present were in favor and the motion was carried.

**Approve 2022-2023 Court Audit:**

Motion made by Trustee Bardeen, seconded by Trustee Coots to approve the Village Court Audit for 2022-2023. All present were in favor and the motion was carried.

**Approve Code Enforcement FLBOA Training:**

Motion made by Trustee Coots, seconded by Trustee Muller to approve the FLBOA training for Code Enforcement, Brad Hill, to attend March 11-13, 2024. All present were in favor and the motion was carried.

**Supervisor School Jan 9 – Mid Feb – Ruggles & Cheresnowsky:**

Motion made by Trustee Coots, seconded by Trustee Causer to approve Supervisor School for Sergeants Ruggles & Cheresnowsky to attend January 9 through mid-February. All present were in favor and the motion was carried.

**Drug Interdiction Stops – Hockaday & Hughes:**

Motion made by Trustee Bardeen, seconded by Trustee Muller to approve Officer's Hockaday and Hughes to attend Drug Interdiction Stops on January 10 & 11, 2024 in Annville, PA at the North East Counterdrug Training Center. All present were in favor and the motion was carried.

**Accept Resignation of Officer Harrington:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to accept the resignation of Police Officer Harrington effective December 5, 2023. All present were in favor and the motion was carried.

**Accept Resignation of Police Secretary:**

Motion made by Trustee Causer, seconded by Trustee Coots to accept the resignation of Police Secretary, Christine Haar, effective December 22, 2023. All present were in favor and the motion was carried.

**Election Inspector Resolution:**

Whereas, the Board of Trustees of the Village of Bath pursuant to section 15-116, sub.1, of the election law must appoint inspectors of the General Village Election.

Now therefore, be it resolved, that the Board of Trustees hereby appoints the following as inspectors for the General Village Election on March 19, 2024:

**Democratic Election Inspectors:**

Cynthia Dimmick, 3 Fairview Drive, Bath, NY 14810  
Doris Doucette – 7315 Cty. Rte. 16, Bath, NY 14810  
Alternate - Sharon Nichols, 102 Fairview Drive Ext., Bath, NY 14810

**Republican Election Inspectors:**

Helen Robinson, 8143 Pleasant Valley Road, Bath, NY 14810  
Florence Mulcahy, 6 Ivy Street, Bath, NY 14810  
Alternate – June Spears, 8 Dogwood Street, Bath, NY 14810

Resolution by: Trustee Bardeen

Seconded by: Trustee Causer

Voting	Aye	Nay
Mayor Sweet	X	
Trustee Causer	X	
Trustee Coots	X	
Trustee Bardeen	X	
Trustee Muller	X	

**Approve St. Dept to attend Suit Kote Party:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the street department employees to attend the Suit Kote Holiday Party December 20, 2023. All present were in favor and the motion was carried.

**Approve Engagement Letter for Bond Council on Water Project:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the proposal for Bond Council Services from Harris Beach Attorney’s in connection with the Village of Bath’s Water System Improvements Project – Phase 1. All present were in favor and the motion was carried.

**Approve Engagement Letter for Bond Council on WWTP Project:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the proposal for Bond Council Services from Harris Beach Attorney’s in connection with the Village of Bath’s Waterwater Treatment Plant Project. All present were in favor and the motion was carried.

**WWTP Upgrades – Approve 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 \$765,225 for Performance Contruction Company, \$56,776.53 for GHD Consulting Services, Inc., \$3,997.57 for Municipal Solutions, and \$447.00 for Village of Bath for reimbursement for Employee Theft Insurance Policy Coverage. All present were in favor and the motion was carried.

**Adjourn Regular Meeting/Executive Session:**

Motion made by Trustee Bardeen, seconded by Trustee Coots to adjourn the regular meeting of the Board of Trustees of the Village of Bath at 6:32 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 potential litigation. All present were in favor and the motion was carried.

Chief of Police, Colin Taft, was asked to stay in executive session. Left at 6:47 p.m.

Street Superintendent, Jason Causer, asked to join executive session at 7:05 p.m.

**Return to Regular Session:**

Motion made by Trustee Bardeen, seconded by Trustee Muller to return to regular session at 7:13 p.m. All present were in favor and the motion was carried.

**Dispatcher Position:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to move Emergency Services Dispatcher, Shannon Dowdle, up two steps in pay grade to complete additional duties contingent on an MOU from the union. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Trustee Muller, seconded by Trustee Coots to adjourn the regular meeting at 7:15 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer  
Clerk/Treasurer