

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
FOR THE VILLAGE OF BATH  
REGULAR MEETING  
DECEMBER 18, 2017**

This meeting of the Board of Trustees of the Village of Bath was held on the 18th day of December 2017 at the Village of Bath, Village Hall, located at 110 Liberty St., Bath, NY 14810. This meeting was called to order by Mayor William von Hagn at 5:30 p.m.

**Present:**

Mayor:	William von Hagn	Police Chief:	Chad Mullen
Deputy Mayor/Trustee:	Jeanne Glass	Street Supervisor:	Thomas Gutow
Trustee:	Mike Sweet	Street Asst. Super:	Michael Bly
Trustee:	Mark Bardeen	BEGWS Director:	Erin Bonacci
Trustee:	Melanie Coots	Fire Chief:	Robin Havens
Clerk/ Treasurer:	Jacqueline Shroyer	Code Enforcement:	Ralph Senese
Attorney:	Patrick McAllister		

**Absent:**

**The Board of Trustees observed a moment of silence to remember Daniel Borhman, Utility Maintenance Supervisor, who passed away on December 11, 2017.**

**Visitors:**

Nathan Cooper, a local pastor in the area, as well as a novice in the field of local history presented a speech to the Village Board about the blue/yellow historical markers in the Village of Bath. He feels better plaques could be placed as we are the county seat and he feels the markers should be more positive. His proposal was the removal of the one sign and his church would pay to replace the sign of equal value. The estimate to replace the sign was \$2,449. The board will look into this and keep it as a discussion.

**Audit of Bills:**

Motion made by Trustee Sweet, seconded by Trustee Bardeen to approve the payment of the Village bills in the amount of \$117,973.63. All present were in favor and the motion was carried.

**Department Head Reports:**

**Thomas Gutow, Street Superintendent:**

Street Report was received.

**Chad Mullen, Police Chief:**

Police Report was received.

**Ralph Senese, Code Enforcement:**

Code Enforcement Report was received.

**Robin Havens, Fire Chief:**

Fire Department Report was received.

**Erin Bonacci, BEGWS Director:**

BEGWS Minutes were received.

**Jacqueline Shroyer, Clerk/Treasurer Report:**

Clerk/Treasurer Report was received.

Motion made by Trustee Coots, seconded by Trustee Sweet to approve the following budget modifications:

To Transfer \$500.00 from A3620.4 Safety Inspection – Contractual to A4010.4 Health – Contractual to cover the overage for the health officer incident investigating fees.

Increase A3120.412 Police Dept Supplies - \$810.80

Increase A3389 State Aid Other Public Safety - \$810.80

Increase A3120.1 Police Dept Personal Services - \$2357.20

Increase A3389 State Aid Other Public Safety - \$2357.20

**Committee Reports:**

**Trustee Bardeen:**

Fire Department Election Officers:

President – Jason Causer

Vice President – Harry Keen

Secretary – Heather Quick

Treasurer – Mark Conrad

Chief Car 5 – Robin Havens

1<sup>st</sup> Asst. Chief – Matt Glasshouser

2<sup>nd</sup> Asst. Chief – Mike Fiordo

3<sup>rd</sup> Asst. Chief – Anthony Cilino

4<sup>th</sup> Asst. Chief – Sean Walruth

**Mayor von Hagn:**

Motion made by Trustee Sweet, seconded by Trustee Glass to authorize the Village to negotiate a BAN up to \$300,000 for the ladder truck for the fire department and to sign any paperwork the bank deems necessary to complete the BAN process. All present were in favor and the motion was carried.

Mayor von Hagn took a moment to recognize Attorney, Patrick McAllister, for being a great Attorney and wishing him the best in the future.

**New Business:**

**Bernard Donegan Agreement:**

Motion made by Trustee Coots, seconded by Trustee Sweet, to wit:

BE IT RESOLVED BY THIS BOARD OF TRUSTEES AS FOLLOWS:

- 1.) The firm of Bernard P. Donegan, Inc., is hereby designated Municipal Advisor to the Village of Bath.
- 2.) Said firm shall be compensated for its services to be rendered in accordance with its letter of services dated October 25, 2017, not to exceed \$40,000.
- 3.) The mayor is hereby authorized to execute and deliver said letter of services.
- 4.) This resolution shall take effect immediately.

All present were in favor and the motion was carried.

**Approve 2016 – 2017 Audit:**

Motion made by Trustee Sweet, seconded by Trustee Bardeen to approve the 2016 – 2017 financial statements from Bonadio. 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 20, 2018:

**Democratic Election Inspectors:**

Cynthia Dimmick, 3 Fairview Drive, Bath, NY 14810  
 Doris Doucette, 7375 County Route 16, Apt.# 102, Bath, NY 14810  
 Alternate - Beverly Grose, 7861 N. Main Street, Bath, NY 14810

**Republican Election Inspectors:**

Helen Robinson, 8143 Pleasant Valley Road, Bath, NY 14810  
 Florence Mulcahy, 6 Ivy Street, Bath, NY 14810  
 Alternate - Mary Kelly, 47 Hudson Street, Bath, NY 14810

Resolution by: Trustee

Seconded by: Trustee

Voting	Aye	Nay
Mayor von Hagn	X	
Trustee Glass	X	
Trustee Coots	X	
Trustee Bardeen	X	
Trustee Sweet	X	

**RFP Annual Auditors:**

Motion made by Trustee Bardeen, seconded by Trustee Sweet to go out for RFP's for annual audit reports. All present were in favor and the motion was carried.

**Accept Andrew Spears Resignation:**

Motion made by Trustee Sweet, seconded by Trustee Glass to accept the resignation from Andrew Spears, Village Maintenance Worker, effective December 15, 2017. All present were in favor and the motion was carried.

**Avery Brandow – Village Maintenance Worker:**

Motion made by Trustee Bardeen seconded by Trustee Glass to accept Avery Brandow as a new Village Maintenance Worker effective December 26, 2017. Trustee Coots abstained and the motion was carried.

**Michael Walden – Village Maintenance Worker:**

Motion made by Trustee Coots, seconded by Trustee Sweet to accept Michael Walden as a new Village Maintenance Worker effective December 26, 2017. All present were in favor and the motion was carried.

**Historical Preservation Audit Completion Letter:**

Motion made by Trustee Bardeen, seconded by Trustee Coots to approve the Mayor to sign the audit completion letter for the Historical Preservation Audit. All present were in favor and the motion was carried.

**Court Clerk New Hire Approval:**

Motion made by Trustee Coots, seconded by Trustee Sweet to appoint Taylor Phillips to Village Court Clerk at \$14.00 per hour. Discussion was made about an effective date and was decided to take this to executive session. This motion was not carried.

**Local Record Management Improvement Fund Grant:**

Motion made by Trustee Sweet, seconded by Trustee Bardeen to approve the Village of Bath to submit a Notice of Intent to apply for funding through the New York State Archives Grants Administration for the 2018 – 2019 Local Government Records Management Improvement Fund Grant. The New York State Archives Grants Administration will accept applications for the LGRMIF program until January 16, 2018. The Village of Bath intends to apply for funding for record management improvements. All present were in favor and the motion was carried.

**Adjourn Regular Meeting/Executive Session:**

Motion made by Trustee Glass, seconded by Trustee Sweet to adjourn the regular meeting of the Board of Trustees of the Village of Bath at 6:25 p.m. to go into executive session for personnel and contracts. All present were in favor and the motion was carried.

**Return to Regular Session:**

Motion made by Trustee Glass, seconded by Trustee Bardeen to return to regular session at 7:11 p.m. All present were in favor and the motion was carried.

**Court Clerk New Hire:**

Motion made by Trustee Coots, seconded by Trustee Sweet to appoint Taylor Phillips to Village Court Clerk at an annual salary equivalent of \$14.00 per hour effective January 8, 2018. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Trustee Glass, seconded by Trustee Sweet to adjourn the regular meeting at 7:12 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer  
Clerk/Treasurer