

**Minutes**  
**Town of Bath Grants Committee**  
**October 20, 2025 at 4:30**  
**Town of Bath Municipal Center**

1. The meeting was called to order at 4:32 PM
2. **Roll Call of Members** – Chairperson Reba Dalson (X) Mary Lynn Hickey ( X) Elizabeth Skinner (Absent ) **Quorum** - yes **Other attendees:** Mayor Greg Schene, Kate Lehman at 5:08pm
3. Review Minutes of the Grants Committee meeting of September 8, 2025 were approved by common consent.
4. Project update review of currently awarded grants and applications
  - A. Streetscape:
    - WVDOH TA Grant Phase VI design grant – **Final Funding Agreement (Signed by Sec. of Transportation) received**
    - WVDOH 2025 TAPGrant Applications Phase VI Construction – this is a \$400,000 grant with a \$100,000 Town Match. Checked with DOH Prog Mgt regarding any delay/issues with FHWA TAP Grants – DOH does not have any Grant delays at this time
    - Phase VII Streetlights – this is a \$100,000 grant with a \$25,000 Town Match. Test lights are installed. DOH team has reviewed and scored the TAP Applications
    - Grant Awards expected in spring 2026.
  - B. Trail Head and Rail Trail
  - C. USDA NRCS grant – the Town Council received the summary report from the August 26 Public Scoping Meeting hosted by the Warm Springs Watershed Association and held on August 26.
  - D. Community Tree Fund from the WV Division of Forestry grant –Kate Lehman reported The Tree Board has been awarded a Division of Forestry Demonstration City Grant for \$7454.45. Grant funds will be used to remove 5 invasive trees and 1hazardous tree, all street trees in town. Six trees will be planted at various locations in town to replace those that have been cut down. Bartlett Tree Experts will identify heritage trees in the Old English, the Old German, the old section of Greenway Cemetery, and in a five-acre wooded lot at the southern end of Greenway. They will also make recommendations to extend the lives of these trees. Kate Lehman seeks a 25K grant through the WV Division of Forestry.
  - F. COPS grant - the use of these funds is on hold until the Town hires a second full-time police officer. Grant financial report submitted on July 30 and progress report submitted on Sept. 1. Town hired a new deputy chief opening this grant for it's potential use.
5. Status update on other grant prospects:
  - Pending grants with Region 9 – GIS mapping grant being prepared by Region 9 submitted in July that requires a 25% funding match from BSWW. Grant award notifications will be made in July 2026.

- An application for \$1,000,000 in Congressional Directed Spending grant funds from Senator Shelley Moore Capito is on hold due to the government shut down.
- Grant application for police department computers from the WV Dept. of Homeland Security submitted and the Town is waiting on notifications of grant awards made. Police Department has installed the new technology needed.
- Grants for street cameras and traffic calming signs being researched. Calming signs have been installed.
- Grants for cemetery grave mapping software found & waiting for Chairwoman Skinner to return to move forward.
- A potential grant for the OnTrac / Main Street program is being researched.
- Additional grants for water facility restoration and repair are being researched. Grant applications will be submitted once the final draft of the Professional Engineering Report (PER) is completed.
- Councilwoman Hickey discussed grant and donation opportunities for the town's water plant .

#### **6. New Business: Report from Oct 20 Meeting**

Members discussed a community survey to gather input from town residents on desired areas of progress, services, and activities the town should prioritize for future grant funding. Thoughts on website access to survey vs. mailing survey link with town water bill.

Council Woman Hickey seeks donations for beautification projects. Hickey also expressed her interest in seeking donations to install decorative cast-iron arches along Route 522 to welcome visitors to Berkeley Springs.

7. Next Meeting – November 10, 2025 at 4:30 PM.

8. Meeting adjourned at 5:10 PM.

A handwritten signature in blue ink, appearing to be 'R. Hickey', with a long horizontal line extending to the right.