

**Town of Bath Finance Committee
Regular Meeting Minutes
January 20, 2026**

1. CALL TO ORDER: By Chairwoman Webster at 4pm
2. Roll Call: Finance Committee – Susan Webster (x); Mary Lynn Hickey (x); Ryan Kessel (x)
Also present: Mayor Schene, Councilors Weber & Skinner, Bath Tree Board member Kate Lehman
3. The Minutes of the FC meeting of January 20, 2026 were reviewed and approved by Common Consent.
4. Clerk's Report: Clerk Corrick made available the Town's budget comparison, account review, bookkeeping information, internal budget revision considerations and payroll data.
 - A. There were no Property Improvement Notifications submitted.
 - B. There were no Facility Use Applications submitted.
 - C. Town Hall building and property upgrade will remain on the agenda as an ongoing matter.
5. Grant and Special Projects Update: Grant Committee Member Hickey told the FC that grant research is continuing on the pressing needs of the BSWW plant rehab and refurbish. Good news was received from Region 9 that the BSWW is still has a realistic chance of being selected for US Senator Capito's Congressionaly Directed Spending funds. Councilwoman Hickey requested \$1,000,000.00 in 2025. If selected the funds would be administered by the Army Corp of Engineers.

The WV Water Development Authority is considering granting the BSWW up to half of the 7000,000.00 needed for the plant rehab. The WV IJDC is a possible source for a 2% loan for the other half on the amount. Region 9 Planning & Development will help coordinate and direct this effort.

Committee member Hickey is looking into grants for the rebuild of the Ewing Street bridge. The Bath downtown architectural refresh design granted by the Mills Group is in the planning stages for implementation.

The Federal COPS Grant received is still available for the Town's use when Council decides to move forward with another police officer hire.

Tree Board member Lehman submitted a report (attached) on this group's activities and plans.

 - A. Streetscape: Co-Chair Pete Brown has submitted an updated report (attached).
 - B. NBRT: Co-Chair Pete Brown submitted an updated status report (attached).
 - C. On Trac: update – A mixer is planned for January 30 at the new Crust restaurant and brewery. On Trac has reserved the BSSP for July 4th with 250th anniversary events for the Country and Town being planned. On Trac is discussing organizing and producing the WV DEP Make It Shine clean up project for Bath and Greenway Cemetery in the spring. A Food Truck Festival is being worked on.
5. Berkeley Springs Water Works: In addition to the previously mentioned funding work Chairwoman Hickey described the Water Committee is working to complete the FY 2026 budget.

In house funded repair and replacement of equipment, computers and other apparatus are being accomplished while the search for larger financing is being conducted.

6. Public Works: Chairman Weber is very pleased that the new sanitation truck will be arriving soon. Financing is being arranged with CNB at 4% interest. New skid steer product equipment function and prices are being researched.

Chairman Weber is interested in purchasing about \$1,000.00 worth of welding equipment because he has trained welders on staff. In house welding will save costs and time.

Discussion was held on adding the old sanitation truck to the auction of BSWW vehicles. It was agreed that this was a good idea.

7. Cemetery – Chairwoman Skinner outlined the discussions held concerning the roles of the Town of Bath Management & Maintenance Corporation and the Bath Cemetery Committee. She wants to insure and protect the funds that the Corporation has to be used for projects like restoring grave stones, working the WV Preservation Alliance and other special needs of the cemeteries. Grass cutting cost is always a concern. The plan at this time is that the Town will spend \$36,000.00 towards this expense with other sources including fund raisers making up the difference to reach the \$48,000.00 needed.


8. Public Comments/ Announcements – None at this time.

9. Bills for the BSWW and the Town of Bath were approved for recommendation to the Council. The higher electric cost of Bath street lights was discussed.

10. The next FC Regular Meeting date is February 3, 2026 at 4pm in the Municipal Center.

11. Adjourn

Chairwoman

 Date 2-3-2020

Sharon Corrick

From: Kate Lehman <goldfairy39@gmail.com>
Sent: Tuesday, January 20, 2026 9:57 AM
To: Town of Bath; Reba; Susan Webster; Mary Lynn Hickey
Subject: Report from the Tree Board

I'm not certain yet if I'll be at the Council meeting. Here's the Tree Board report:

Since the last Council meeting the WV Division of Forestry has approved the Tree City USA (TCUSA) application. In the past, approval by the state results in a rubber stamp approval from TCUSA.

The trees in the Old German Cemetery have been trimmed by Truax Tree Service. Since the bid was submitted, the brick walkway through the cemetery was completed, thus complicating the job for Truax in that no heavy equipment could come into contact with the brick path. The Tree Board approved an \$800 additional charge given the change made in the cemetery after the bid was accepted.

With the completion of this task, the major work outlined in the Community Tree Grant has been completed. A request for reimbursement has been submitted to the WV Division of Forestry.

The Tree Board meets tomorrow. We anticipate receiving the Comprehensive Management Plan from Bartlett's Tree Experts. The plan will identify the heritage trees in town and provide advice on how to manage these trees to improve their longevity. Large trees are more effective than small trees at helping to reduce the frequency and severity of flooding in town.

sent from my iPhone

**Status Update of Streetscape & NBRT Projects for Town Council
January 20, 2026**

STREETSCAPE

Phase VI Design Funding Agreement & Start of Design

- After phone call prior to Jan 6th Town Council...still no response from DOH on this topic. Will try again before Tuesday's Council Meeting.
- Nothing else new to report.

- **Other On-Going Projects for Town:**
 - *Upgrade streetlights from HPS to LED.* Plan to discuss Timeline with Tim Boyer (Potomac) – for Lights and any Required Agreement with the Town
 - *Independence St Improvements:* Have Thrasher Cost Estimate for a 30% Design and Cost Set. Will check with Region 9 on fund source alternatives.

Next Streetscape Committee Meeting Jan 22nd at 10 am

NBRT

NBRT Task Force

- Have updated the NBRT; CDS Trailhead; Bridges; and Trail-Building Timelines to Rev 3. These were sent to County & Town leaders and DOH Coordinators, Karen Allen and Cameron Hunt this morning.
- Proposals for the Design Contractor for the CDS Trailhead Project (Depot Lot) were received by the County the week of Dec 2nd. Evaluations and questions for the top-ranked bidders from the Town were completed and sent to the County the week of Dec 22nd. County sent interview questions and information on the remediation of Parcels 1A and 1B to the top-bidders on Jan 14th. Timeframe for the interviews being worked out now.
- Once awarded, this contract will provide the needed details for the infrastructure to be installed within the footprint of the Parcel 1 Area. This is now expected in the March/April Timeframe.
- Currently planning for a Task Force Meeting on Wednesday Jan 28th. Will verify with County & Town leaders with tentative agenda by Friday the 23rd.

Pete Brown
Streetscape Committee