

**TOWN OF BATH FINANCE/GRANT  
COMMITTEE**

**Regular Meeting**

Tuesday, May 15, 2023

1. CALL TO ORDER: By Chairman at 4:30pm.
2. ROLL CALL: Susan Webster (X) Beth Skinner (X) Greg Forney (A) Quorum – Yes
3. Finance Committee Minutes of May 2, 2023 were approved by Common Consent.
4. Grant/Donation Project Review Reports:
  - a. Streetscape – report attached
  - b. Depot – Chairman Webster is meeting with the Presidents of the HLC and MCHGS at the Depot on May 16 to discuss future plans.
  - c. Trail Head – Nothing further at this time.
  - d. ARPA funds – Nothing at this time.
  - e. Reception by Council of MC Commission H/M grant application were discussed and it was concurred to delay further review until the next Council is seated.
5. Clerk Corrick's report, budget comparison, account balances and payroll information were reviewed.
6. Town financial concerns of Council: Potential mausoleum repair bid shortfall and Greenway mowing expense concerns were discussed.
7. The BSWW and Town of Bath bills have been reviewed and will be presented to Council for approval.
8. The next regular meeting will be May 16, 2023 at 4:30pm.
9. Adjourn

Chairman Susan Webster Date May 16, 2023

**Status of Streetscape, State Park and NBRT Projects for Town Council  
Tuesday May 16, 2023**

**STREETSCAPE**

**Phase V: Design Contract:**

- Thrasher has about a 1-week delay in releasing the 30% Drawings. This is primarily due to having to shift work from Phase V to re-work of the Park drawings (see below). Drawing likely after May 18<sup>th</sup>.
- I plan to cancel the May 18<sup>th</sup> Committee Meeting and once we have the 30% Drawings have a special review with the Committee in advance of the DOH Preliminary Field Review (PFR) which will occur in Town later in May or early June
- Successful completion of the PFR will trigger a payment to Thrasher from the Town's Streetscape Account. I'll provide the scheduled date for the PFR when available.

**Phase VI: Design Grant Re-Application:**

- Intent to Apply (ITA) application was submitted to DOH on May 9<sup>th</sup> and was approved as "Eligible" on May 12<sup>th</sup>. Final Application is due by June 15<sup>th</sup>
- Plan to submit same basic Phase VI street/sidewalk package for Design Grant Funds as applied for in 2022
- DOH is expecting a Design Phase Application in FY23 and a Construction Phase Application in FY24

**Berkeley Springs State Park Grant & Project**

**Status:**

- Bid opening occurred as planned on April 9<sup>th</sup>; apparent low bid exceeds the Project budget: (Financials below are generally from DOH)

Bid Price:	\$578,717
Required DOH 13%:	\$ 75,233
Total Required to Award:	\$653,950
Total Current Budget:	\$476,000
Shortfall to Award:	-\$177,950
If funded at 80/20 Share:	
New Grant Funds:	\$142,360
New Share Funds:	\$ 35,590

Note: The Park Foundation and the Town of Bath Council have a formal agreement regarding the responsibility to provide the 20% Cash Match for this Project. That Agreement was met with the provision of the 20% Cash Match by the Park Foundation and the signing of the Project Funding Agreement by the Town and DOH in Feb 2022. If new funds are to be provided, that Agreement would need to be extended.

- Working with Thrasher, Park & Foundation and DOH on a two-alternative strategy to determine best possible outcome:
  - Alt 1: Find funds to support an Award (Time critical due to est. 30-Day Bid validity)
  - Alt 2: Reduce the project content to stay within current Budget of \$476K
- Waiting on DOH response to several questions on each Alternative; (Bid valid date... etc)
- Park Foundation and Park have been asked about additional funding possibility for Alt 1 above.
- Thrasher working on de-scoped Project Content - Priorities are:
  - Repair the walls of the Run
  - Repair/replace the bridge
  - New Sidewalks (some are ADA improvements)
- As of Monday AM, Thrasher did not yet have the Bid Data from DOH that will permit them to assess where the high bid items differ from the cost estimates. This is needed to properly construct the de-scoped package

**RFP for Repairs to the Cemetery Mausoleum**

- Contract was advertised for bids in May 3<sup>rd</sup> and May 10<sup>th</sup> Messenger
- Job Showing is May 24<sup>th</sup> at 4 pm. Sealed Bids due June 6<sup>th</sup> by 4 pm.

**NBRT**

- Latest project update from Mark has the package in review at the DOH Right-of-Way office
- **The NBRT is not** in the scheduled monthly Lettings for June 13<sup>th</sup> or July 11<sup>th</sup>, but these may not yet be complete

Pete Brown  
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