

Minutes of a Special Meeting of the Town Board held at Town Hall, 511 Route 32, Highland Mills, New York on October 20, 2009 at 7:35PM

Present: John Burke, Supervisor
Amidee Haviland, Carlton Levine and James Skoufis, Councilmen
Absent: Geraldine Gianzero, Councilwoman

Senior Center Landscaping – OCCD Grant:

The Town has been awarded a \$9000 grant through the Orange County Community Development program to have some landscaping done outside the Senior Center. A bid opening was held on October 14, 2009 and the following proposals were received:

Monroe Landscaping, Monroe, NY	\$9,340.00
Jim Fabbro Landscaping, Highland Mills, NY	\$17,319.92

Although Monroe Landscaping was the low bidder, they did not include the non-collusive bidding certificate, qualifications statement or the required HUD certifications regarding equal employment opportunity, segregated facilities and various employment estimates. OCCD advised that the Town must determine if the bid is responsive with advice from Attorney Liberth. Riddick Associates discussed the issue with Attorney Liberth who advised the Board may waive compliance with bid specifications if the non-compliance is irregular and it is the best interest of the Town to grant the waiver provided the bidder submits all required information prior to the execution of the contract. Riddick Associates believes that competitive proposals have been received and that the low bidder is capable to perform the required work. Therefore, a motion was offered by Supervisor Burke, seconded by Councilman Levine, to award the project for landscaping of the Senior Center under the OCCD Grant Program to Monroe Landscaping at a cost of \$9,340 subject to their compliance and filing of the required documentation pursuant to the bid specifications and the approval of Orange County Community Development.

ADOPTED AYES 4 Burke, Haviland, Levine, Skoufis
 NOES 0

The Board then continued with their scheduled budget session.

Desiree Potvin, Town Clerk
(from notes taken by Supervisor Burke)