

**Special July Meeting
October 4th, 2024**

ROLL CALL

Deputy Supervisor Bailey-Swisher opened the Special Town Board Meeting at 12:00 PM .

Ms. Bailey-Swisher announced the reason for this special Board Meeting was to observe the Bid Opening for the Bids for the “Creation of the 2025 Greig Comprehensive Plan” RFP 1-24.

Present in person: Councilmen Mayhew, and Olmstead with Clerk Gunn also present.

Absent: Councilman Mallette and Supervisor Johnson

Deputy Supervisor told the Board that only one bid had been received. Supervisor Johnson was reached by speaker phone. He stated one other vendor originally expressed interest, but has booked more work than they can handle, so they did not present a bid. He described the objectives of this Comprehensive Plan as follows: identify our current conditions, incorporate smart growth principals, catalyze public engagement, establish clear goals and objectives, formulate strategic plans, and design future land use maps.

The funding for this effort will come from a DEC Grant that was applied for by the Town of Greig with a lot of help being provided by the Lewis County Planning Department. Because the Town of Greig has 75% of it's land located within the Adirondack Park, the DEC will only support 75% of the expense for the creation of the Comprehensive Plan. The remaining 25% of the funding will be split evenly between Lewis County and the Town of Greig. Lewis County will manage the Grant money and vendor payments. The grant from the DEC was for \$57,000.

One Bid has been received by the Greig Town Clerk. This bid came from LaBella Associates, DPC, 232 Commerce Park Drive #227, Watertown, NY 13601, (315) 783-0363

Bid opened:
Total Bid Price \$50,000

Bid was broken down into 9 project pieces, with a Contingency given to cover unforeseen expenses

Two project members were identified: Hartley Bonisteel Schweitzer, AICP (Senior Planner) and Devin Bulger, (Planner)

Motion 24-10-01 made by Councilman Olmstead, Seconded by Bailey-Swisher
Tentatively accept proposal for RFP 1-24 from LaBella. Expect Greig Town Board and Lewis County Planning Department to review details – with full acceptance to be given at the next Town Board Meeting.

Vote: Olmstead, Mayhew & Bailey-Swisher Yes Johnson & Mallette - Absent.

Motion approved.

Motion 24-10-02 made by Councilman Olmstead, Seconded by: Bailey-Swisher

Motion to adjourn 12:30 PM

Vote: Olmstead, Mayhew & Bailey-Swisher Yes

Johnson & Mallette - Absent.

Motion approved.

Respectfully submitted

Thomas Gunn, Clerk