

**MINUTES OF THE SPECIAL MEETING OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON APRIL 30, 2024 TO REVIEW  
SPLASH PAD RENOVATION PROJECT BIDS**

**Present:** Tistrya Houghtling, Supervisor  
Steve Powers, Councilmember  
Susan Tipograph, Councilmember

**Absent:** Elizabeth Kroboth, Councilmember  
Craig Skerkis, Councilmember

**Recording Secretary:** Marsha (Marcie) Robertson, Town Clerk

**Others Present:** None

**CALL TO ORDER:**

The special meeting was called to order at 11:00am by Supervisor Houghtling. The meeting was held in person at the New Lebanon Town Hall, 14755 State Route 22 North, New Lebanon, NY 12125 with members of the public also being able to view the meeting at the following link: [https://townhallstreams.com/towns/new\\_lebanon\\_ny](https://townhallstreams.com/towns/new_lebanon_ny)

**SPLASH PAD RENOVAYION PROJECT BID  
NOTICE:**

The Town Clerk read the Bid Notice into the record:

**NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that the Town of New Lebanon, NY is seeking bids for the EXISTING SPLASH PAD RENOVATION PROJECT at Shatford Park, the Town's Municipal Public Park. The Town of New Lebanon invites sealed proposals for the repair and safety improvements for the existing splash pad. The construction will consist of crack repair, the construction of a new accessible ramp into the existing splash pad, new stairs into the existing splash pad, new fencing, installation of fall protection materials within the existing splash pad, sidewalk construction, and an accessible stone dust path to the splash pad along with a new accessible parking space nearby. The bids are to be submitted and shall cover the costs directly and indirectly associated with furnishing all materials, labor and related equipment necessary for the installation and completion of the work.

As a Municipal Project, New York State Department of Labor Prevailing Wage Rates apply. This project is exempt from Wicks Law. This contract has been designated Contract 2024-01 as set forth in the contract documents, including drawings and specifications.

Bids will be received by the Town Clerk of the Town of New Lebanon, NY, Town Hall, 14755 Route 22 North, New Lebanon, NY 12125, until 10:00 AM on or before Tuesday, April 30, 2024. At which time and place they will be publicly opened and read aloud, with the contract being awarded, if acceptable, on April 30, 2024, 11:00 AM, at a Special Meeting of the New Lebanon Town Board at 14755 Route 22, New Lebanon, NY 12125.

All bid and contract documents, including specifications governing the contract, may be examined free of charge at the Town Clerk's office during the Clerk's business hours of Monday, Wednesday, Thursday, and Friday from 9:00 am to 5:00 pm. Copies of the Bid Documents may be obtained at the Town of New Lebanon Town Hall on or after April 19, 2024.

No bid will be accepted unless a signed Certificate of Non-Collusion is submitted with the bid.

The Town of New Lebanon Town Board expressly reserves the right to waive any irregularities in, or to accept any bid, or to reject any and all bids, or to award on any or all items.

No bidder may withdraw his/her bid within twenty-five (25) days after the actual date of the bid opening.

Project timeliness is important. The entire project must be completed by July 9, 2024.

By order of the Town Board, Town of New Lebanon, New York.

By: Marcie Robertson, Town Clerk  
Town of New Lebanon, NY  
4/11/2024

**BIDS RECEIVED:**

Supervisor Houghtling stated, they received one bid from Darcy Construction Corp. in the amount of \$142,023.40. It is broken into the three different sections; existing splash pad repairs and modifications \$77,137.00; aluminum fencing \$18,055.40; and sidewalks, stone dust pathway & accessible parking space \$46,831.00. Supervisor Houghtling stated, this is much higher than the board was expecting. In speaking to the engineer who had a ballpark of \$50,000 to \$60,000 total. The board members held discussion and Supervisor Houghtling stated, she did not want to reject the bid because she would like time to look into options that would lower the cost of the project. She suggested tabling the bid.

A motion was made by Supervisor Houghtling, seconded by Councilmember Tipograph, and approved unanimously except for Councilmembers Kroboth and Skerkis, who are absent to neither accept nor deny the bid and table it to the Regular May 14<sup>th</sup>, 2024 Town Board meeting for further discussion.

**ADJOURNMENT:**

A motion was made by Supervisor Houghtling, to adjourn the special meeting at 11:05am. The motion was seconded by Councilmember Tipograph.

Roll Call Vote:

Councilmember Powers -	Aye
Councilmember Kroboth -	Absent
Supervisor Houghtling -	Aye
Councilmember Tipograph -	Aye
Councilmember Skerkis -	Absent

*Respectfully submitted,*

Marcie Robertson  
New Lebanon Town Clerk

Draft