

Present:
Town Supervisor: Meg Wood
Councilpersons: David Williams, Leanna Welch, Steve Miller, Rick Gero
Town Clerk: Erica Hedden
Chief Wastewater: Brian Ritchings
Also Present: Fran Mahler, Skip Mahler, Albert May, Chris Savarie

Supervisor Wood called the meeting to order at 5:45P.M. with a salute to the Flag.

**NOTICE OF PUBLIC HEARING ON ADOPTION OF PROPOSED
LOCAL LAW 1 OF 2026 ALLOWING THE AWARD OF PURCHASE CONTRACTS
ON THE BASIS OF “BEST VALUE”**

NOTICE IS HEREBY GIVEN that the Schroon Town Board will hold a Public Hearing on the 9th day of March, 2026, beginning at 5:45p.m. at the Schroon Town Hall, 15 Leland Ave., Schroon Lake, New York, to consider adopting Local Law 1 of 2026 which would authorize the Town to award purchase contracts on the basis of “best value” as that term is used in General Municipal Law §103 and State Finance Law §163.

PLEASE TAKE FURTHER NOTICE that all interested parties will be given the opportunity to be heard at this time and place.

Dated: 1/15/2026

Erica Hedden
Schroon Town Clerk

LOCAL LAW NO.: 1 OF 2026
A LOCAL LAW AUTHORIZING THE AWARD OF
PURCHASE CONTRACTS ON THE BASIS OF BEST VALUE

ARTICLE I. BE IT ENACTED BY THE SCHROON TOWN BOARD AS FOLLOWS:

SECTION 1. LEGISLATIVE INTENT – Section 103 of the New York General Municipal Law (GML §103) requires competitive bidding for purchase contracts and public works contracts and has historically required that such bids be awarded to the lowest responsible bidder whose bid meets the requirements of the specifications for the project. However, GML §103 provides that the Town may award purchase contracts which would otherwise be subject to the "lowest bidder" on the basis of "best value", as defined in New York State Finance Law §163, if authorized by Local Law. The Town Board hereby determines that it is in the best interests of the Town and its residents for the Town Board to have the authority to award purchase contracts on the basis of best value.

SECTION 2. AUTHORIZATION OF BEST VALUE AS BASIS FOR AWARD

A. The Town may award purchase contracts, including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the New York State Labor Law, on the basis of best value, as defined in New York State Finance Law §163, to a responsive and responsible bidder or offeror.

B. The determination to award a purchase contract on the basis of best value shall be made by the Town Board. Such determination shall include the specific criteria to be applied in determining best value which shall reflect, wherever possible, objective and quantifiable analysis. The Board shall document the determination of the evaluation criteria. The Board should use a cost-benefit analysis or other similar process to demonstrate quantifiable value or savings from non-price factors that offset the price differential of lower price offers. Such criteria may also identify a quantitative factor to be used in the evaluation of proposals from offerors that are small businesses or certified minority-owned or women-owned business enterprises as defined in subdivisions 1, 7, 15 and 20 of Executive Law §310. In making such determination, the Board shall consider the recommendation, if any, of the appropriate officer, board, agency, commission or department for which the contract is being procured.

C. The procedure for awarding a purchase contract on the basis of best value shall include public solicitation of bids and submission of sealed bids or other formal competitive procurement processes in accordance with the guidelines established under the Town's Procurement Policy. The solicitation shall include a description of the manner in which the evaluation of the bids and award of the contract will be conducted and, if appropriate, identification of the relative importance or weight of price and non-price factors. Non-price factors include, but are not limited to, such considerations as the reliability of a product, efficiency of operation, difficulty or ease of maintenance, cost of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance and experience of a service provider with similar contracts.

D. Documentation of the contract award shall, where practicable, include a description of the application of the price and non-price criteria to the proposals received and an evaluation of the results or, where not practicable, such other justification which demonstrates that best value will be achieved.

E. In the event that the Town Board does not make a determination to award a contract on the basis of best value, contracts shall continue to be awarded to the lowest responsible bidder furnishing the required security as required by GML §103.

SECTION 3. The Town's Procurement Policy shall be amended to reflect the relevant provisions of this Local Law and in a manner not inconsistent with this Local Law. However, any failure to amend the Town's Procurement Policy shall have no impact whatsoever on the effectiveness of this Local Law.

ARTICLE II. SEVERABILITY – The invalidity of any clause, sentence, paragraph or provision of this Local Law shall not invalidate any other clause, sentence, paragraph or part thereof.

ARTICLE III. REPEALER – All Local Laws or ordinances or parts of Local Laws or ordinances in conflict with any part of this Local Law are hereby repealed.

ARTICLE IV. EFFECTIVE DATE – This Local Law shall take effect immediately upon filing in the Office of the New York Secretary of State as provided in New York Municipal Home Rule Law §27.

ADJOURN HEARING AT 5:59PM

INTRODUCED BY: COUNCILPERSON

SECONDED BY: COUNCILPERSON

With no further business, this meeting was adjourned at 5:59PM, carried unanimously

Erica Hedden
Town Clerk