

Economic Growth & Development Committee  
Planning & Community Development Agenda  
November 20, 2024

COMMITTEE MEMBERS: Supervisors **Etu**, Strough, Bean, Maday, Turner, Crocitto and Wild - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: Extend Contract associated with Res 621 of 2022 (582-A-151)  
Rational: Extend contract for Warren County Comprehensive Plan into 2025 to allow for project completion and closeout in early 2025.
  2. Request: Extend Contract associated with Res 040 of 2024 (582-A-151a)  
Rational: Extend contract for Warren County Housing Strategy into 2025 to allow for project completion and closeout in early 2025.
  3. Request: Extend Contract associated with Res 293 of 2023 (582-A-158)  
Rational: Extend contract for Warren County Multi-use Trail Modernization and Connectivity Study into 2025 to allow for project completion and closeout in early 2025.
  4. Request: Extend Contract associated with Res 243 of 2023 (582-A-157)  
Rational: Extend contract for Warren County Outdoor Recreation Economy Strategic Plan into 2025 to allow for project completion and closeout in early 2025.
- IV. Discussion Items:
  1. Broadband Update
  2. Project Updates
- V. Referrals/Pending Items:

*None*
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- VII. Motion to adjourn

---

Attachments

1. Reso request #04- Extend contract for Warren County 2040
2. Reso request #04 Extend contract for Warren County Housing Strategy
3. Reso request #04 Extend contract for Warren County Multi-Use Trail Study
4. Reso request #04 Extend contract for ORESP

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: 11/14/2024**

- (a) Purpose of Contract Change:  
**Extend contract to end of 2025 to allow for completion and closeout of project in early 2025**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:  
**621 of 2022**
- (c) Name of Contractor:  
**LaBella Associates**
- (d) Address of Contractor: **4 British American Blvd, Latham, NY 12110**
- (e) Contractor's Contact Person and Telephone Number:  
**Norabelle Greenberger 518-824-1933**
- (f) Commencement Date of Extension: **12/1/2024**
- (g) Termination Date of Extension: **12/31/2025**
- (h) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$199,964**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:  
**A.8020 470, Planning, Contract - \$199,964**  
  
Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: 11/14/2024**

- (a) Purpose of Contract Change:  
**Extend contract to end of 2025 to allow for completion and closeout of housing strategy project in early 2025**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:  
**40 of 2024**
- (c) Name of Contractor:  
**LaBella Associates**
- (d) Address of Contractor: **4 British American Blvd, Latham, NY 12110**
- (e) Contractor's Contact Person and Telephone Number:  
**Norabelle Greenberger 518-824-1933**
- (f) Commencement Date of Extension: **12/1/2024**
- (g) Termination Date of Extension: **12/31/2025**
- (h) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$16,000**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:  
**Capital Project H420.9550 280 - Housing Needs & Market Study \$16,000**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: 11/14/2024**

- (a) Purpose of Contract Change:  
**Extend contract for Warren County Multi-Use Trail Modernization and Connectivity study into 2025 to allow for project completion and closeout in early 2025.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:  
**293 of 2023**
- (c) Name of Contractor:  
**Barton and Loughidice, DPC**
- (d) Address of Contractor: **10 Airline Drive, Suite 200, Albany NY, 12205**
- (e) Contractor's Contact Person and Telephone Number:  
**Tom Baird PE, 518-218-1801**
- (f) Commencement Date of Extension: **12/1/2024**
- (g) Termination Date of Extension: **12/31/2025**
- (h) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$195,000**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:  
**Capital Project H423.9550 280 - NBRC 2022 \$195,000**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Planning and Community Development**

**DATE: 11/14/2024**

- (a) Purpose of Contract Change:  
**Extend contract to end of 2025 to allow for completion and closeout of Outdoor Recreation Economy Strategic Plan project in early 2025**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:  
**243 of 2023**
- (c) Name of Contractor:  
**Sno Engineering Inc**
- (d) Address of Contractor: **One Mill Street, Suite 190, Burlington VT 05401**
- (e) Contractor's Contact Person and Telephone Number:  
**Mark Kane, 802-881-1989**
- (f) Commencement Date of Extension: **12/1/2024**
- (g) Termination Date of Extension: **12/31/2025**
- (h) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$92,500**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:  
**Capital Project H407.9550 280 - Recreation Economy Strategic Plan \$92,500**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

\*as listed in budget and LOGOS