VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES
39 MAIN STREET SARANAC LAKE NY
MEETING AGENDA 5:00 PM
Monday, July 28, 2025
This meeting will be held in the Village Board Room and may be viewed through ZOOM
Enter at the side door of the building, 39 Main Street

Join Zoom Meeting
https://us02web.zoom.us/j/82006020765
Meeting ID: 820 0602 0765

CALL TO ORDER
ROLL CALL:

AUDITING:
a. Pay Vouchers
b. Approve Minutes from 7-14-2025

PUBLIC COMMENT:

ITEMS F0R BOARD ACTION

BILL	**96**	**2025**	Resolution to appoint new members to the Saranac Lake Arts & Culture Advisory Board
BILL	**97**	**2025**	Approve and sponsor the BETA Mount Pisgah Summer Trails Enhancements and Master Plan
BILL	**98**	**2025**	Resolution authorizing the use of the equipment reserve for purchase of new groomer for Mount Pisgah
BILL	**99**	**2025**	Resolution to approve park use application with sale of alcohol for the 90 Miler Canoe Race
BILL	**100**	**2025**	Resolution to approve park use application with sale of alcohol for the "Half-way to St Patrick's Day" Event
BILL	**101**	**2025**	Resolution to approve park use application with sale of alcohol for 2025 Harvest Festival
BILL	**102**	**2025**	Authorize Village Manager to renew lease agreement with the Hot House
BILL	**103**	**2025**	Resolution requesting the submission approval for Climate Smart Communities Grant

OLD BUSINESS: Trustee White-Update on Safeguarding of our Residents resolution, Update on Housing, Discussion on the Police Interface Committee needs, Update on the Booth River Park Grant Application, and July Grant Status Update.

NEW BUSINESS: ROOST Contract and 2025 Fiscal Year Update

PUBLIC COMMENT:

EXECUTIVE SESSION:

a. Credit or Employment History of particular person/corporation
b. Current and ongoing threat to safety pursuant to Public Officers Law 105(1)(a)

MOTION TO ADJOURN

PUBLIC COMMENT

PERIOD OF MEETINGS

1. Anyone may speak to the Village Board of Trustees during the public comment periods of a public hearing or the public comment periods of the meeting.
2. As a courtesy, we ask those participating in public comment to introduce themselves.
3. Individual public comment is limited to **5 minutes** and may be shortened by the meeting chairperson if not respectful and productive in manner.
4. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 5 minutes for each point of view or side of an issue.
5. Individual time may not be assigned/given to another.
6. A public hearing is meant to encourage comment and the expression of opinion, not a direct debate, nor should a commenter be intimidated by a village board member. Should a village response be asked, The Village Board of Trustees may offer explanation or information to the public at that time. They also reserve the right to request the individual leave contact information with the Clerk to receive a more researched answer at a later time.
7. Individuals requesting response from the village board, not offered during the meeting, will be contacted by phone, email, letter, or request for in-person meeting.
8. All remarks shall be addressed to the board as a body and not to any individual member thereof.
9. Interested parties or their representatives may address the board at any time by written or electronic communications.
10. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
11. Village Board members are offered a 5-minute grace period for meeting start. If board member is more than 5 minutes late to the meeting, they will forfeit their right to participate and vote during the meeting.
12. While electronic devices are necessary for viewing documents and time keeping, as a courtesy to the public and fellow board members, Village Board Members must refrain from texting, e-mailing, and instant messaging during Board Meetings, except in the case of family emergencies.

Please note- During the course of regular business, discussion and commentary is limited to board members and village staff only. We ask for this courtesy, for the board and staff to conduct their business and discussion without interruption. All village board members and staff are available after the conclusion of a meeting for one on one discussion.

VILLAGE BOARD REGULAR MEETING
Monday, July 14, 2025
Regular Meeting began at 5:00 PM and ended at 7:45 PM
Meeting was held in person in the Village Board Room and was also available on zoom

CALL TO ORDER
PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Williams present; Trustee Brunette present; Trustee Ryan; present; Trustee Scollin present; Trustee White present.
Staff also Present: Village Manager Bachana Tsiklauri, Village Clerk Amanda Hopf, and Community Development Director Katrina Glynn.

AUDITING:
Chair Mayor Williams called for a motion to approve payment for the 2025 and 2026 Budgets $524,546.70 batch number 0623025. Complete detail of these vouchers is attached and made part of these minutes.
Motion: White Second: Scollin
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

APPROVAL OF MINUTES:
Chair Mayor Williams called for a motion to approve these minutes
Motion: Ryan Second: Brunette
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

SPECIAL GUESTS:
a. Women's Civic Chamber-New bench location
b. Gregory Swart SDA Contract Amendment
c. DPW Superintendent-Ampersand Ave Update
d. Climate Smart Communities- Climate Action Plan
e. Can-Am Rugby Representative- Libby Clark
f. John Maher – Harlan Film Request

PUBLIC COMMENT:
Department of Public Works Union Members Compensation requests
Jessica Mullen (see attached) water/sewer account
Elizabeth Kochar Firetower location opinion

ITEMS FOR BOARD ACTION:

Bill 82-Resolution to support the funding for the Adirondack Nature Festival for People with Disabilities
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: Scollin Second: Ryan
Roll Call to take no action: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 89-2025 Accept Franklin County Community Services Grant for Police Department
A copy of the bill is attached and made part of these minutes

Chair Mayor Williams called for a motion
Motion: Brunette Second: White
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 90-2025 Resolution to support funding for Can-Am Rugby
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: Ryan Second: Scollin
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 91-2025 Resolution to authorize the Village Manager to hire Water Wastewater Maintenance Worker
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: Scollin Second: Brunette
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 92-2025 Approve SDA Contract Amendment
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: Ryan Second: White
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 93-2025 Resolution authorizing funds for purchase and installation of an accessibility ramp at the Saranac Lake Police Department
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: White Second: Scollin
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 94-2025 Resolution authorizing the Village of Saranac Lake to secure easements for Boothe River Park Project
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: White Second: Scollin
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams no.

Bill 95-2025 Resolution to authorize easement with National Grid for electric supply upgrades at DPW and Central Garage Buildings
A copy of the bill is attached and made part of these minutes
Chair Mayor Williams called for a motion
Motion: White Second: Scollin
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

OLD BUSINESS:
Trustee White-Police Interface Committee, Boothe River Park Grant Updates, Safeguarding Residents, and Wendel Report Update

NEW BUSINESS: Trustee White-Car Show Event Update

PUBLIC COMMENT:
KT Stiles success of Cruisin 25 Car Show Event
Mark Wilson 33 Petrova Drainage concerns

MOTION TO ADJURN:
Chair Mayor Williams called for a motion
Motion: Brunette Second: Ryan
Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Business of the Village Board
Village of Saranac Lake

SUBJECT: SLACAB Reappointments Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 96-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____
Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

A resolution to reappoint Echo as a member and Kirk Sullivan as board chair to the Arts & Culture Advisory Board

RECOMMENDED ACTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION TO REAPPOINT MEMBERS TO THE DOWNTOWN ADVISORY BOARD

WHEREAS, terms for two members of the Arts & Culture Advisory Board expired at the end of May 2025 and

WHEREAS, two of the members, Echo and Kirk Sullivan (as chair), would like to serve another two-year term; and

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees hereby reappoints Echo as a member and Kirk Sullivan as board chair to the Arts & Culture Advisory Board for a term that is in accordance with the Bylaws.

Business of the Village Board
Village of Saranac Lake

SUBJECT: BETA Master Plan Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 97-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____
Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Approve and Sponsor the BETA Mount Pisgah Summer Trails Enhancement and Master Plan

RECOMMENDED ACTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

Mount Pisgah Summer Trails Enhancements and Master Planning

Overview: BETA's Saranac Lake Local Trails Committee as well as local community mountain bikers have previously identified the need for improvements to the popular biking trails at Mount Pisgah. The desired improvements would provide some beginner/entry level trails, simplify navigation of the trails, and significantly enhance the sustainability of the trails to reduce the impact of erosion.

Mountain Biking Community Demand and Tourism: Participation in mountain biking has been growing quickly across the nation but even more so in the communities of the Adirondacks where relatively recent access to modern and well-designed soft surface trails (as distinct from paved or gravel bike trails) for newer riders has begun to open the sport up to resident families, children, and beginners. Following the motto of "Built for the community and inviting to visitors" BETA has focused its trail development and maintenance on meeting the demands of residents while also recognizing the economic benefits to rural economies that come from mountain bike tourism. Anecdotally, BETA has heard from a number of families that they specifically considered access to appropriate trails in their decision of where to live when moving to the Adirondacks.

The Trust for Public Land released a report this year on the "Economic Benefits of Mountain Biking" which concluded that "Mountain biking offers an incredible opportunity for rural communities to harness their natural assets for sustainable economic growth," according to J.T. Horn, Director of the National Trails Initiative at Trust for Public Land. One key takeaway from the study of 13 communities across the country was that "Mountain biking tourists spend an average of $416 per visit, contributing to local businesses like lodging, restaurants, and retail establishments." Additionally, the report noted that proximity to trails promote physical activity, "improving physical and mental health while fostering social connectedness." The ROOST 2024 Leisure Travel Survey showed that 7% of renting tourists (versus one day visitors) participated in mountain biking in Essex and Hamilton Counties, a greater rate than golf, hunting, rafting, or climbing.

While destinations like the Kingdom Trails in Vermont get plenty of attention because of their sheer size, smaller locations like Bethel, Maine, population 2,500, are gaining prominence with many mountain bike travelers because of the balance of smaller scale, well designed trails, and welcoming community.

Trails Master Plan: Over approximately the last 3-4 years BETA has begun to utilize trail master plans which view the entire planning area holistically to create intentional (versus organic) trail networks which use modern designs to carefully address the needs of the trail-using community and which allow for phased implementation as both time and funds allow. When starting from a landscape with an existing trail network such as Mount Pisgah the assessment process looks at whether there is a set of trail users that are not well served, such as beginner or advanced riders, and what trails may be requiring excessive maintenance due to soil conditions or original construction. The result will generally be a set of trails to retain, some recommended for decommissioning or rerouting (which retains part of a trail but replaces other sections), and new trails recommended for construction. Because the plan is creating an integrated system of trails, it is generally not recommended to pick and choose elements which will be followed and others which will not be implemented but a prioritization of implementation is to be expected.

Process: With financial support from the Village of Saranac Lake, and after completing an RFP and selection process, BETA hired Peduzzi Trails to develop a trails master plan for Mount Pisgah. Luke Peduzzi is an established local trail builder with deep knowledge of the terrain and soils of our region and a commitment to community engagement in order to produce great plans and trails.

A stakeholder group of interested individuals and organizations was created to work with Peduzzi Trails in defining the goals for this trails master plan as well as to provide feedback for drafts of the plan. Representatives included Barkeater Trails Alliance (BETA), Friends of Mount Pisgah, Village of Saranac Lake Ski Area Operations, Saranac Lake Parks and Trails Advisory Board, Saranac Lake Innovative Cycling Kids (SLICK), and other local mountain bikers and trail users.

During April and May of 2025 Peduzzi Trails led three onsite meetings with this stakeholder group to receive input as well as to review the existing trails, terrain and soil conditions including regularly wet areas.

After implementing some revisions which were recommended by stakeholders, the final Mount Pisgah Trails Plan was released by Peduzzi Trails at the end of May, 2025. That plan is attached to this document and is fully supported by the stakeholder committee and BETA.

Safety: This plan carefully considers the safety of all trail users as well as the geologic sensitivity of the terrain of unforested ski runs. High speed descending (trails intended predominantly to travel downhill) will be for downhill bicycles only and will be closed to foot traffic. All other trails will be multi-use with signage emphasizing that foot traffic has priority and cyclists should yield right of way. These efforts along with elements such as signage at intersections greatly reduces the potential for conflict between users.

The area of highest ramp harvesting has been intentionally avoided for new trail development.

Finally, Village staff emphasized the desirability of not disturbing the hydrology of the unforested portion of the mountain and no new trails have been proposed in that area.

Sustainability: BETA and our contractors consider the sustainability of our trails to be critically important, particularly as more extreme weather events release larger water loads and can lead to significant infrastructure damage in a short period of time. All of our trails utilize modern design and construction techniques with climate resilience in mind to minimize environmental impact through erosion and sediment transport as well as reducing long-term maintenance costs. The final trail incorporates erosion control and natural drainage systems which sheet stormwater across the trail and onto the forest floor for infiltration into the soil, ensuring durable surfaces, an enhanced user experience, and ecosystem protection

Estimated Cost: The numbers provided in the plan should be viewed as very preliminary. Actual costs will require more detailed analysis of each phase and will be impacted by elements including: final layout, volunteer commitments, and whether prevailing wage rates are required.

Potential Funding: Grants will be an important source of funds to implement the recommendations in the plan. Possible grants to evaluate include:

- DEC Adirondack Park Community Smart Growth Program
- New York State Parks Recreational Trails Program (RTP, state administered federal grant)
- Environmental Protection Fund Grant Program for Parks, Preservation and Heritage (EPF)
- NBRC Catalyst Grant Program
- ONX Adventure Forever Grant
- T-Mobile Hometown Grant
- Numerous corporate and foundation grant programs

While all of these grants are very competitive there is a compelling case to be made for just this type of trail network implementing a master plan and a partnership with an organization like BETA who has an established track record delivering successful, community supported projects.

Additionally, BETA has been successful in securing private donations to be used as match in grant applications in the past. For example, in 2024 BETA partnered with the Town of Keene in securing a Smart Growth grant of $125,000 for trail

construction with a match commitment by BETA of $63,000. This match would come from small corporate and foundation grants, private donations, and $10,000 of town bed tax and has been successfully raised.

Conclusion: Thank you for your consideration of this plan to modernize the summer trail system at Mount Pisgah. We welcome any questions about the plan or cycling in the community.

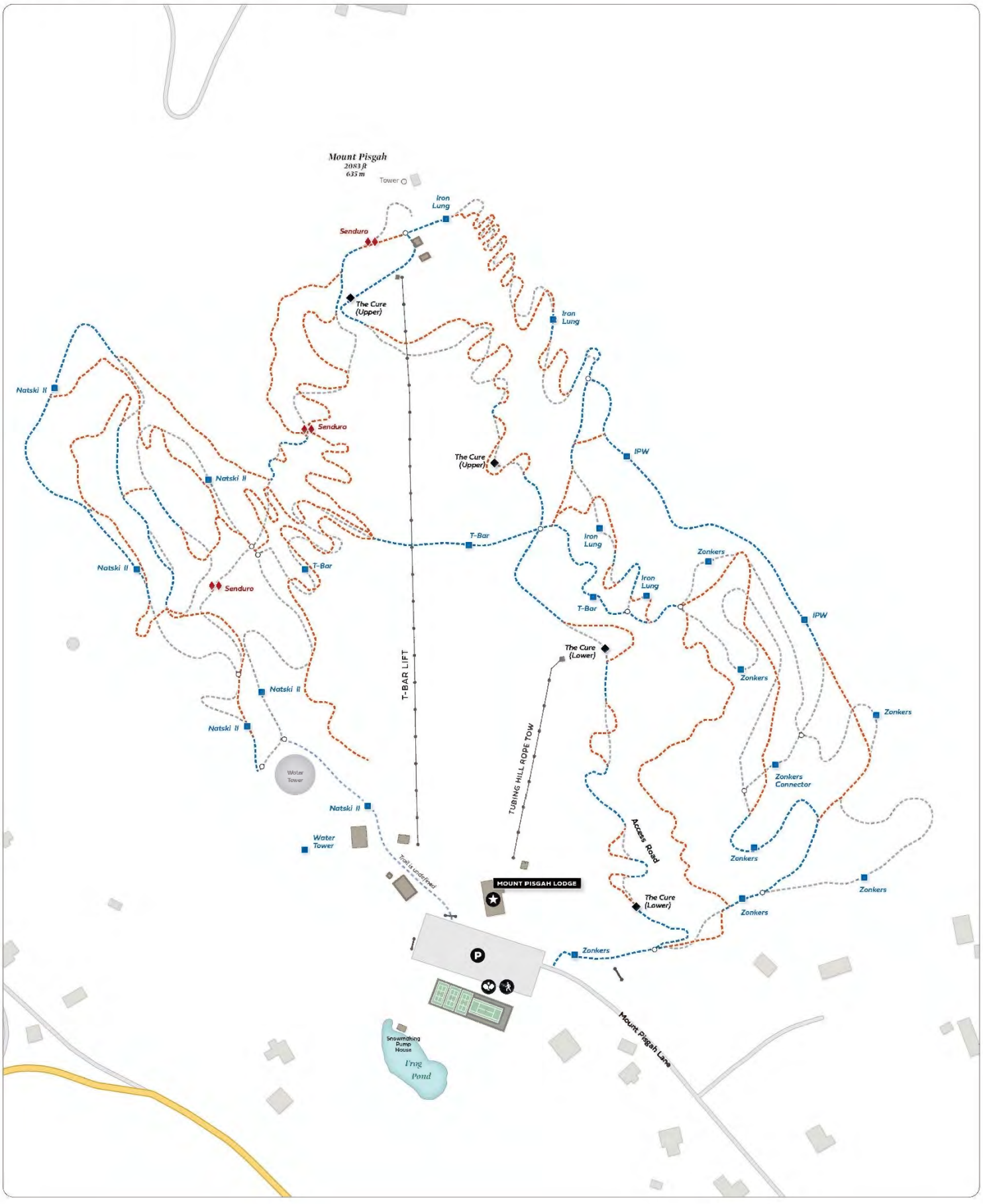
CONTACT

Glenn Glover, Executive Director
Barkeater Trails Alliance glenn@betatrails.org |425.444.6281

MOUNT PISGAH TRAILS MAP

EXISTING AND RECOMENDED (JULY, 2025)

ESSEX COUNTY, NEW YORK



Mount Pisgah

Final Trail Plan

This trail plan has been prepared for:

Barkeater Trails Alliance

By

Peduzzi Trail Contracting LLC
May 2025

CONTENTS

PROJECT BACKGROUND

Mount Pisgah is a village owned and operated ski hill in Saranac Lake, NY with some of the oldest mountain bike specific trails in the village. Initial trail building efforts were volunteer driven and used existing XC ski trails to create the first ridable loops. With the help of BETA and the support of Friends of Mount Pisgah the trail system has been developed to offer nearly 4 miles of mountain biking and has become a popular riding destination for locals and visitors alike.

Development of these trails has spanned nearly 15 years without a master plan for the trail system. The resulting network can be challenging to navigate and is notably lacking in beginner friendly terrain.

This document proposes a new design of the trail system, taking into consideration goals and feedback from local stakeholders as well as current industry standards for mountain bike trail networks.

Stakeholder Goals

On April 6th, 2025, an introductory meeting was held with stakeholders and Peduzzi Trail Contracting LLC to identify goals for the updated trail system. Interest groups that were represented at this meeting include:

- Barkeater Trails Alliance (BETA)
- Friends of Mount Pisgah
- Village of Saranac Lake Ski Area Operations
- Saranac Lake Parks and Trails Advisory Board
- Saranac Lake Innovative Cycling Kids (SLICK)
- Local mountain bikers and trail users

The following goals were identified at this meeting:

1. Improved Climbing Trail (1st most requested)
2. Trails that are approachable to a wider range of riders (2nd most requested)
3. Better “flow”, more logical navigation (2nd most requested)
4. Variety of trails (3rd most requested)
5. Sustainability (3rd most requested)
6. Signage (3rd most requested)
7. Improvements to Cure (3rd most requested)
8. Jump line
9. More tight and technical without jumps and steep
10. Skills Features

SITE ANALYSIS AND CONCEPTUAL DESIGN

A site analysis was performed to identify the feasibility of improvements, alterations and possible expansion of the trail system. Additionally, a conceptual map and trail design were developed to illustrate the options for trail system improvements.

Existing Trail Conditions

Following are highlights of existing trail conditions during Spring 2025.

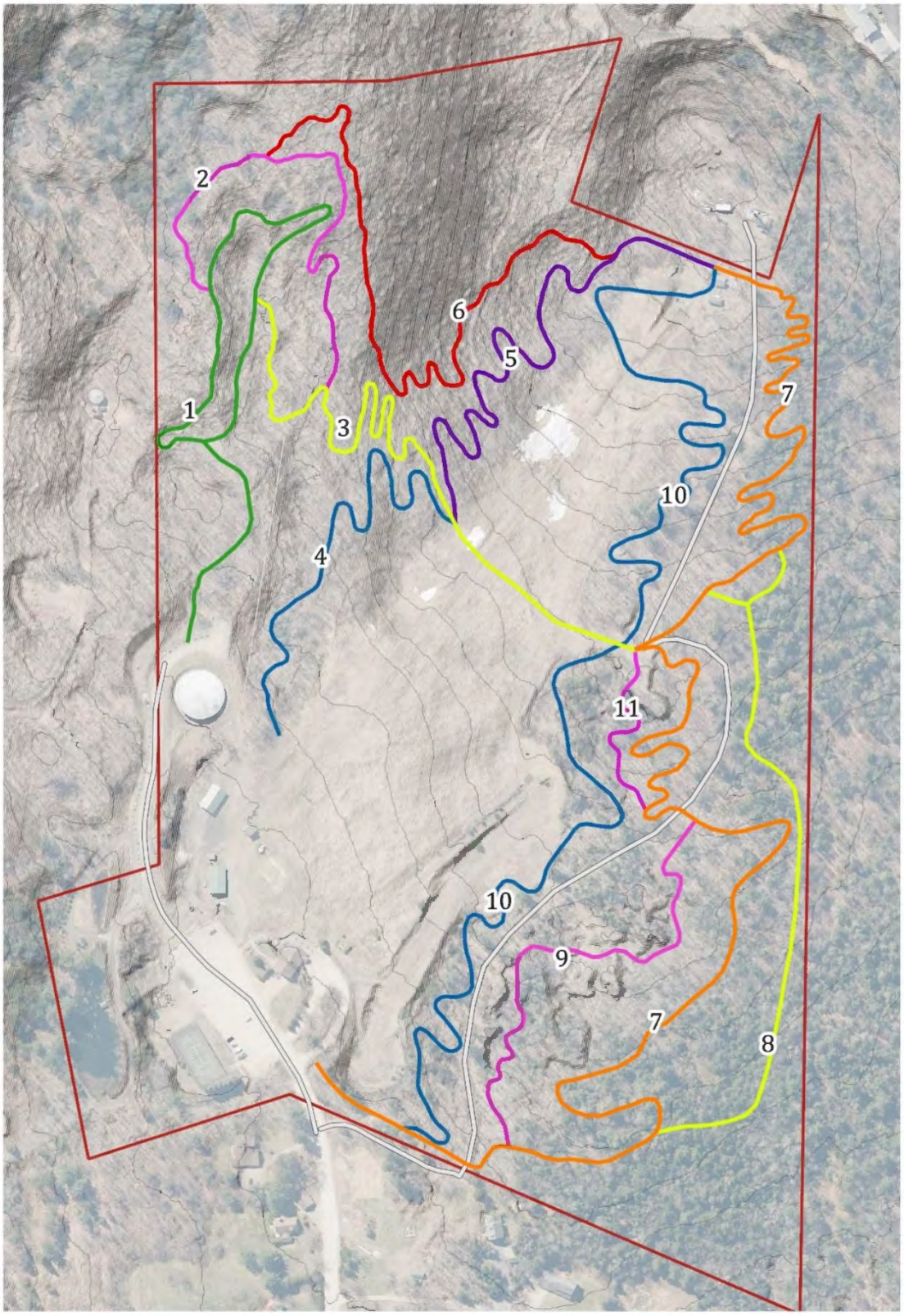
- Notable wet spots:
    - The Cure, especially where the trail is dug deep into to hill side. Bed rock close to the surface may be a contributing factor to this.
    - Large puddle at the middle entrance to Natski II, near the water tower. Regrading may address this issue.
    - Small wet area on Natski II where upper access from ski trail meets the Natski II Loop.
    - The soil in the lower Zonker's area has a higher silt content than other soils. This area will drain more slowly. Exposed soil of this type can be very erosion prone and muddy. Care should be taken when excavating and building in this area.
- Berms on various trails are supported by logs. This method is not sustainable and will lead to failure of the banked turns in the future.
- Berms on the Cure are getting very thin and logs used to hold the backside of the berms are rotting. This combination will lead to failure of the berms in the near future.
- The steepest turns on Senduro have limited drainage and, without improvements, will continue to erode. Drainage can be installed without dramatically changing the character of the trail.
- "Funion" is currently eroding and depositing soil at the bottom of the trail, in the highest concentration of ramps. This trail and others with the same fall-line character will continue to erode and may become un maintainable and unrideable in a short period of time.
- Switchbacks and the close proximity of trails in the Zonkers/ IPW area is leading to many social paths used to short cut switchbacks and connect trails, adding to the confusion in this area.

Feedback from Stakeholders

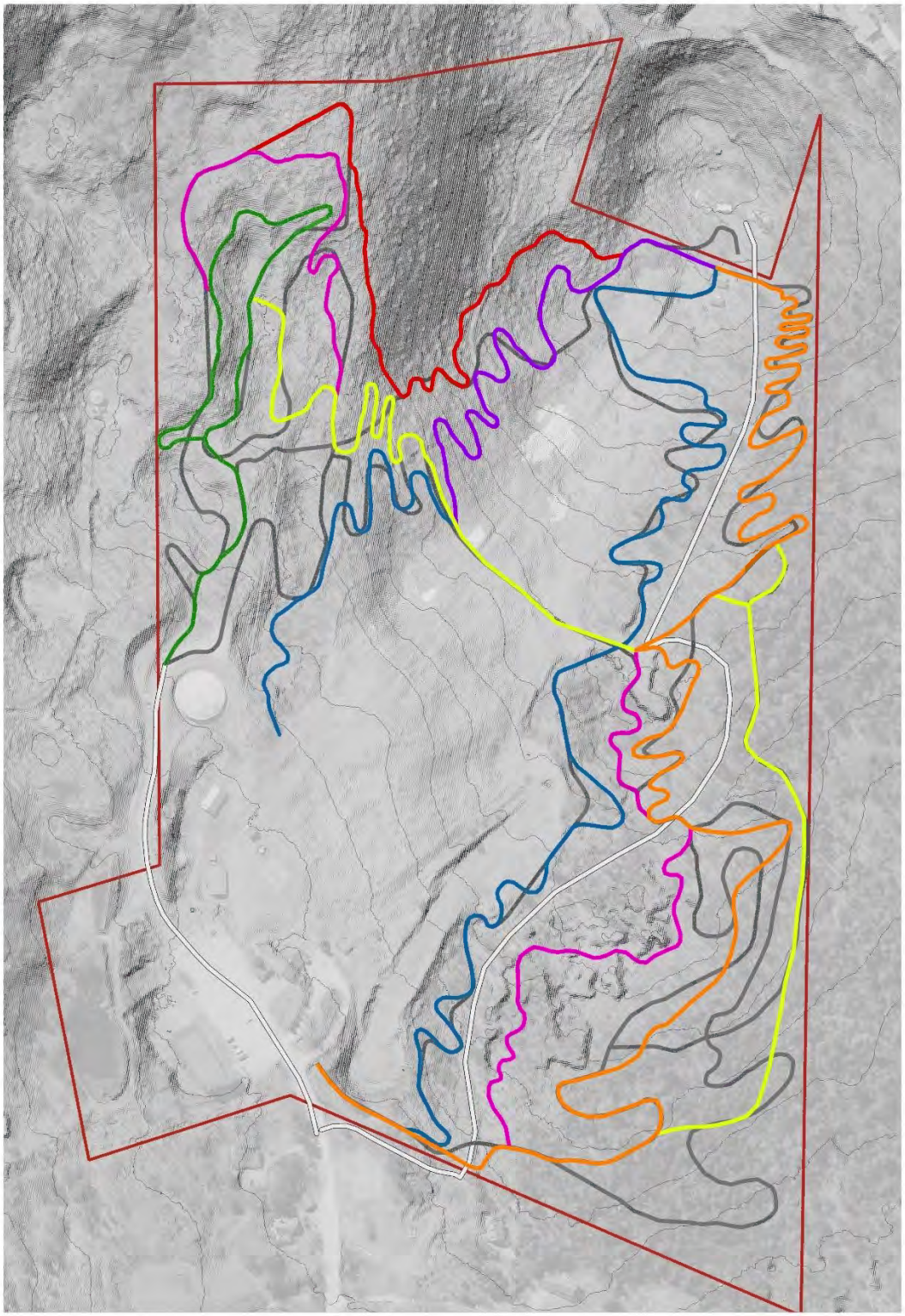
Following are key points highlighted by stakeholders based on Site Analysis and Conceptual Map.

- Improvement of the trail system rather than expansion was recognized as valuable.
- Downhill oriented trails should not be interrupted with pedaling sections. This could lead to riders cutting to other trails or creating their own shortcuts.

MAP: NEW TRAILS



MAP: NEW TRAILS OVER EXISTING TRAILS



TRAIL DESCRIPTIONS AND CONSTRUCTION CONSIDERATIONS

Following are descriptions of trail location, intent and character as well considerations for construction.

1. Beginner Trail (Green)
   This trail uses parts of the existing Natski II trail to create a beginner friendly route near the base of the trail system. This alignment avoids the steeper and more challenging portions of the existing trail to accommodate a wider range of riders.

   Large rocks will need to be moved to create this trail; therefore, a 3 – 5 ton excavator is recommended. Rocks moved from the tread should be used to stabilize the downhill edge of the tread and to create technical trailside features. In the case that suitable soil for the tread surface is not present in some areas of the trail, fill from other areas of the property or from nearby suppliers may be used.

2. New Natski II (Pink)
   This trail uses parts of the existing Natski II trail and will provide a short, low commitment section of intermediate technical riding near the beginner loop. It also provides a more interesting route for more advanced riders to climb from or descend to the AMA connection trail and this part of the trail system.

   There is deep top soil in some portions of this trail. Tread should be elevated with mineral soil to help avoid cupped tread in these areas. This trail should capitalize on trail side rock features and is laid out near bedrock protrusions for this reason.

3. New T Bar (Yellow)
   This trail will be the main connection from the East (Natski II) side of the trail system to the existing T Bar traverse. As a machine-built trail with moderate grades, it will provide intermediate access to and from the mid-mountain area, including the new intermediate flow trail. Combined with the improved climbing trail, a lower intermediate loop of the trail system can be achieved.

   Space between Senduro and the new intermediate flow trail is limited, resulting is a series of tight switchbacks on this trail. Care should be taken during construction to create mellow grades and the widest turns possible within the space available.

4. Blue Flow (Blue)
   This intermediate flow trail should start at the edge of the ski trail, flow through the existing T Bar switchbacks and follow a portion of Natski II toward the water tower. A series of jumps should be included in the straight away along the existing Natski II. A rocky drop in elevation in the woods near the bottom presents a good opportunity for drop or step-down style features.

When possible, all tread should be at or above grade on this trail, including berms. Uphill swales may be used to help protect the berms and generate soil. Specifically, the jumps along the straight away must be elevated. The tread between jumps should be no lower than existing grade. The many rocks in the area should be used to create foundations for the features, covered in a minimum of 12" of soil.

5. Advanced Descent (Purple)
   This advanced descending trail will provide a new option for riders from the top of the mountain. It starts on what is now Senduro before taking its own route down the hill, adjacent to the ski slope. The entrance of the trail should be constructed on village property as flagged and shown on the map. A filter feature should be included here to make this section of trail more interesting and to deter less skilled riders from the steep and advanced trails.

   The trail should include naturally occurring rocks and roots and tight turns to create an engaging descent for skilled riders. Average grades and exposure during switchbacks are noticeably less than near-by Senduro, making this trail more approachable to a wider audience. The combination of lower grades and technical terrain should make this a naturally lower speed trail than Senduro.

   This trail should be primarily hand-built to maintain the natural character of most sections, including natural, off-camber grade reversals that will help prevent erosion and make the trail easier to maintain.

6. New Senduro (Red)
   This new approach to the trail leaves quickly from its original footprint, accessing a new area of the mountain. The new layout is intended to maintain the high-speed character of the original trail in a layout that will be less prone to erosion and easier to maintain.

   The new alignment merges with the original alignment at the steep switchbacks, a characteristic part of the original trail. Drainage improvements and a short reroute for sustainability have been pin flagged in this area.

   The new alignment leaves the switchbacks, traveling downhill across a steep slope before merging with the existing Natski II. The long runout along Natski II will allow riders to slow down naturally before merging with other trails.

   This trail should be primarily hand-built to maintain the natural character of most sections, including natural, off-camber grade reversals that will help prevent erosion and make the trail easier to maintain.

   When crossing steep hillsides, this trail should be benched in sections separated by short, off-camber descents. The interruption of benching will prevent water from traveling down long sections of the trail.

Stone drainage features should be strategically placed in the trail to direct water out of the tread. These features should function like waterbars while feeling like natural obstacles or jumps for riders.

*This trail does not meet industry standards for sustainability and will take considerable maintenance in its current alignment to prevent it from degrading beyond its intended character. The flagged and mapped improvements will help to reduce the maintenance required to sustain its character but will not bring the trail to industry standards for sustainability.

7. Climbing Trail (Orange)
   This trail uses sections of the existing Zonkers trail and the entirety of Iron Lung to create an improved climbing trail to the top of the mountain. Improvements that have been flagged include reroutes and improvements to climbing turns.

   Trail construction should be machine-built to achieve desired grades and improve drainage and tread quality while also providing visual clarity at intersections. Near the top of the climb, space is limited between the service road and the edge of the property. Care should be taken during construction to create mellow grades and the widest turns possible within the space available.

8. New IPW (Yellow)
   This trail should be extended down into the existing Zonkers area, using parts of the abandoned trail where applicable.

   The extension of the trail should be hand built to match the character of the existing IPW trail.

9. Gravel Pit Trail (Pink)
   From the top, this trail leaves the existing intersection of Iron Lung and Zonkers and winds over and around piles adjacent to the road. The trail then crosses directly through the gravel pit and continues to twist and turn through uneven terrain. The bottom of the trail joins the climbing trail near its lowest service road crossing.

   This trail is designed as a low-speed trail with tight turns and short, steep rolls; capitalizing on the unique terrain left near the gravel pit. Because of it's low speed, the trail should be ridden in both directions, presenting a new climbing challenge for intermediate and advanced riders.

   Where the trail crosses the gravel pit, the main riding line should be marked with stable cairns or strategically placed rocks. These markers should not be in blind spots or impede the many possible riding lines in the gravel pit area.

10. The Cure (Blue)
    Improvements to The Cure are all within the immediate area of the existing trail due to the constraints of the service road on one side and the ski slope on the other.

    The most important improvements to be made are rebuilding the upper berms for safety. Some of these are becoming thin and will not support high speed traffic for many more seasons.

    The re-alignments that have been flagged are designed to slow riders down naturally and to create better opportunities for drainage. The primary drainage solution that should be implemented on this trail is uphill swales and culverts to isolate the tread from ground water and runoff from the ski slope.

    Bedrock is present in multiple locations along the trail and in its immediate proximity. This is a contributing factor to persistent wet spots on the trail and may impact the exact location of drainages or reroutes.

11. Old T-Bar (Pink)
    This trail is kept in this plan in its existing alignment. The tight turns and natural tread surface match the intended character of the Gravel Pit Trail (9) and could adopt the same name.

Abandoned Trails

- Upper Ski Run Connector
- Parts of IPW, Zonkers, Natski II
- All unsanctioned trails

TRAIL SPECIFICATIONS

Trail Name/ Number	Flagging/ Map Color	Total Mileage	Mileage of Existing Trail: No Change	Mileage of Existing Trail: Improved	Mileage of New Construction	Recommended Construction Method
Beginner Trail 1	Green & White	0.4 Miles	0	~0.2 Miles	~0.2 Miles	Machine-built
New Natski II 2	Pink	0.25 Miles	~0.1 Miles	0	~0.15 Miles	Hand-built
New T Bar 3	Yellow	0.32 Miles	0	~0.1 Miles	~0.22 Miles	Machine-built
Blue Flow 4	Blue	0.22 Miles	0	~0.15 Miles	~0.07 Miles	Machine-built
Adv. Descent 5	Purple	0.29 Miles	~0.05 Miles	0	0.24 Miles	Hand-built
New Senduro 6	Red	0.29 Miles	~0.05 Miles	~0.05 Miles	~0.19 Miles	Hand-built
Climbing Trail 7	Orange	0.87 Miles	0	~0.57 Miles	~0.3 Miles	Machine-built
New IPW 8	Yellow	0.28 Miles	~0.23 Miles	0	~0.05 Miles	Hand-built
Gravel Pit Trail 9	Pink	0.20 Miles	0	0	~0.20 Miles	Hand-built
The Cure 10	Blue	0.67 Miles	~0.1 Miles	~0.47 Miles	~0.1 Miles	Machine-built
Old T Bar 11	Pink/ Not Flagged	0.1 Miles	~0.1 Miles	0	0	Hand-built
Total Mileage		**3.89 Miles**				
Total Existing Mileage		**3.68 Miles**				

TRAIL SPECIFICATION CONTINUED

Trail Name/ Number	Difficulty	Tread Width	Average Grade	Maximum Grade	Tread Quality	Intended Use
Beginner Trail 1	Beginner	48 – 72”	5%	8%	Groomed (at least 48” wide)	Shared-use
New Natski II 2	Intermediate	24”	8%	15%	Naturally occurring rocks and roots prevalent	Shared-use
New T Bar 3	Intermediate	36 – 48”	8%	12%	Generally groomed, some naturally occurring rocks and roots	Shared-use
Blue Flow 4	Intermediate	60 – 96”	8%	10%	Groomed	MTB, Winter DH only
Adv. Descent 5	Advanced	24”	12%	20%	Naturally occurring roots and rocks prevalent	MTB only DH only
New Senduro 6	Expert	24”	>20%	>20%	Naturally occurring roots and rocks prevalent	MTB only DH only
Climbing Trail 7	Intermediate	36 – 48”	8%	15%	Generally groomed, some naturally occurring rocks and roots	Shared-use
New IPW 8	Intermediate	24”	10%	15%	Naturally occurring roots and rocks prevalent	Shared-use
Gravel Pit Trail 9	Intermediate	24”	8%	15%	Naturally occurring roots and rocks prevalent	Shared-use
The Cure 10	Advanced	60 – 96”	15%	>20%	Groomed	MTB, Winer DH only
Old T Bar 11	Intermediate	24”	10%	15%	Naturally occurring rocks and roots prevalent	Shared-use

ADDITIONAL NOTES

Abbreviations on Flagging

Flagging may have abbreviations for drainage or other tread solutions to clarify the intention.

CTI- Climbing turn improvement

GR- Grade reversal

E- Elevate tread

B- Bench cut

D- Dip drain

WR- Wider radius of turn

Survey of Property

The village property should be surveyed to clearly identify the property boundary before construction on the improved climbing trail or the new entrance to Senduro and the new advanced descending trail.

Consideration for Ramps (plant)

Ramps grow abundantly in some parts of this property and are a popular attraction for foragers. The highest concentration is in the southeast corner of the property around Natski II and on the steep hill side above. Consideration of this was taken during design and no primarily machine built trails are laid out in this area.

"New Natski II" and the exit of Senduro are the only trails laid out in this higher concentration. Both trails are recommended to be primarily hand-built and should require minimal ground disturbance in this area.

During construction, spoils should be consolidated (where they will not impede drainage) rather than dispersed to avoid covering too many ramps. Any borrow pits for soil should be made out side of this concentration.

Skills Park

No location for a permanent skills park was identified at this time.

The best location for a seasonal skills park at Mount Pisgah may be in the out run of the tubing park.

Wood and/or steel features can be constructed in a way that allows them to be moved by the village's front-end loader or other equipment to and from the skills park site.

RECOMMENDED PHASES AND ESTIMATED COST

Ideal phased implementation would include both all components of each of the two phases. If necessary, the two main phases can be split into subphases as listed below. These subphases should not be further divided because the trails within the subphases depend on each other for continuity.

Phase 1- $116,350

Phase 1a $59,350

- Climbing Trail (7) $47,850
- Gravel Pit Trail (9) $8,000
- New IPW (8) $3,500

Phase 1b $67,000

- The Cure (10) $57,000

Phase 2- $89,700

Phase 2a $58,100

- Beginner Trail (1) $30,000
- New T Bar (3) $12,100
- New Natski II (2) $8,000
- New Senduro (6) $8,000

Phase 2b $31,600

- Blue Flow (4) $22,000
- Advanced Descent (5) $9,600

Total Estimated Cost - $206,050

CONSTRUCTION GUIDELINES

Sustainable design and construction- This trail system should be designed and built using the best management practices relevant to the modern trail building industry. Appropriate construction methods, sustainable grades and frequent drainage will prevent trail deterioration and excessive erosion.

Benching- Bench cut trails are aligned across hill sides, rather than straight up and down, and are cut into the sideslopes to create a sustainable tread surface. This technique is accommodating to a wider variety of trails users and allows the trail to maintain sustainable grades as it gains elevation.

Full bench construction- The full width of the tread should be cut into the hillside whenever possible to prevent erosion of the downhill edge.

Outslope- Benched sections of trail should have a 3% - 5% outslope to keep surface water from gathering and running down the trail. Exclusions to this include sections of trail where other drainage solutions apply such as insloped turns, rollers or rock armored sections.

Grade reversals- Grade reversals are short sections of trail that descend while the trail is climbing or vice versa. This creates natural drainage points along the trail and prevents water from running down the trail and gathering speed. The natural terrain should be used to create grade reversals whenever possible. These features add natural "flow" to a trail and are a highlight of modern multiuse and mountain bike trails.

Rolling Dip Drain- When grade reversals cannot be used to break up the flow of water along the trail (ie: a long, straight climb), rolling grade dips can be used to force water off the trail. These drainage features work much like waterbars but have the added benefit of accommodating mountain bikes.

Frequency of tread drainage- In general, the steeper the running grade of the trail, the more frequent drains should be. As a baseline, the following intervals are used. Sections of trail with a running grade between 0% and 8% grades should have a grade reversal or dip drain every 100'. 8% - 10% should have reversals every 75' and 10% - 12% should have them on 50' intervals. Specific soil types may require more or less frequent drainage.

Backslope- Backslopes should be free of loose materials and be cut back to the angle of repose for the specific soils. This will prevent erosion of the backslope into the tread.

Spoils- Excess soils from bench cuts may be used to elevate other sections of trail, create features, fill in borrow pits or be dispersed where it will not be prone to erosion. Spoils that are not used in construction of the tread should be covered in native, organic material (such as duff/ detritus, topsoil, leaves and limbs). This helps to stabilize the spoils and promote revegetation.

Natural anchors- Anchors, especially natural anchors; on the downhill side of the trail, help to support the tread and define grade reversals. Generally, these anchors are trees with undisturbed root system or large rocks that are well bedded in the ground.

Elevated Tread- Some sections of low or flat terrain may require the tread to be elevated with additional soil to stay dry and achieve the desired tread quality.

> **Native materials**- Material for elevated tread should be found on site whenever possible and can come from nearby bench cuts, drainage features or borrow pits.
>
> **Crowned tread-** Elevated tread surface should be crowned, allowing water to sheet off to either side of the trail.
>
> **Swales/ interceptor drains**- These can be installed in areas with perpetual ground water or where the trail tread is vulnerable to large amounts of sheet flow (ie: when crossing logging roads). Often parallel to and uphill of an elevated tread these swales protect the tread by redirecting water to a reinforced drain such as a culvert or armored drain. The bottom of the swales should be at least 1' below the height of the adjacent tread. These features should be at least 3' wide as terrain permits. Wide swales with low angle backslopes are less prone to erosion and look more natural over time.
>
> **Frequency of drainage-** Swales should not extend 100' in length before allowing water to cross the trail to prevent changes in downslope hydrology.
>
> **Support edges-** The edges of elevated tread should be supported by additional material and covered in organic material to prevent the elevated tread from eroding to the sides of the trail.

Compaction- All exposed soils in the tread and on backslopes should be compacted by hand or machine to prevent erosion.

Mechanized impact- Every effort should be taken to limit the impact of mechanized trail building to construction of the desired tread and associated features.

> **Trees-** Trees that are not being removed in the trail building process should not be struck with any equipment during the construction process.
>
> **Access roads-** Any roads or routes that are used to access the construction site should be returned to their original condition when they are done being used. This may include rebuilding berms, check dams or swales that were deformed while accessing the construction sites.
>
> **Borrow pits-** Borrow pits may be used to generate native soils for the purpose of elevating tread or creating features along the trail. Sites for these should be selected in areas that will not cause erosion or seeps into the trail. All pits should be filled in to a reasonable extent and graded to an angle of repose. The end product should not visibly detract from the trail experience or present a new hazard to trail users.

Corridor- Corridor should be cut to the dimensions listed in the Trail Specifications table. Removal of living trees should be limited to those necessary for the construction of the trails and associated features. Standing dead trees within or near the trail corridor may be removed for the safety of workers and trail users. Branches protruding into the tread corridor should be cut at the trunk of the tree and the bark of the surviving tree should not be damaged unnecessarily. Stumps that are not removed during the construction process should be cut flush with the ground.

Crossing wet areas- Numerous structures may be used to harden or bridge wet areas.

Stone armoring- Flat stones found on site can be used in confined areas of wet soil. These armoring sections should take the shape of a drain that allows water to flow across and away from the trail. Stones should be large enough that they will not be moved from their position by trail traffic or freeze thaw cycles.

Culverts- There are many culverts on the property (not in use) that are left over from past activities. These may be used to drain swales, insloped turns, or small seasonal drainages. Culverts should be outsloped at 3%, have stone headwalls on both sides and be covered in at least 6" of soil.

Bridges- Trail bridges should be used to cross drainages that hold water through more than half of the year. These are generally 10' – 16' in length and should have a width that matches the specified width of the trail. Bridges should be as close to the ground as possible to reduce exposure while allowing the bottom of a bridge to be at least 12" above any water. Deck boards should be spaced between ½" and ¾".

Boardwalk- Longer areas of wet ground may require a boardwalk. These should be the same width as the specified trail width and may be as long as necessary. On multi direction trails, boardwalks should not exceed 100' without passing areas. Boardwalks should be elevated just enough to allow airflow under stringers. Deck boards should be spaced between ½" and ¾".

Berms/ Banked Turns- Berms may be appropriate on mountain bike optimized trails to help riders negotiate tight corners and increase the "flow" of the trail.

Size of Berm- The height, duration and steepness of a berm is dependent on the approach speed and the radius of the turn. A tight radius turn with a high approach speed will be steeper and taller than a berm on a wide turn with a lower approach speed.

Complete Turns- Berms should direct riders into the following section of trail and not taper off before the turn is complete.

Drainage- There should be adequate space at the inside of the berms to allow for water to gather and flow without eroding the inside riding line. Water may flow to a down-trail grade reversal if applicable or be crossed under the trail with a culvert. A swale above the berm may be used to protect the feature from sheet flow or ground water if necessary.

Riding Surface- The riding surface should be wide enough to allow for different approach speeds and increase in steepness toward the outside of the turn. The riding surface should be compacted in layers, or lifts, to help with the longevity of the feature.

Outer Edge- Soil on the outsides of berms should be compacted and covered in native, organic material (such as duff/ detritus, topsoil, leaves and limbs). This helps to stabilize the spoils and promote revegetation.

Rollers- Rollers may be added to trails to increase the flow of the trail and help riders maintain speed through flat sections using the motion of pumping. Rollers should have a length to height ratio of 10:1 at the minimum, with larger ratios in higher speed sections of trail. Similar to grade reversals and rolling dip drains, rollers help promote drainage and direct water off the trail.

Jumps- Jumps may be appropriate on mountain bike specific trails to add a fun and challenging element to the trail. The size, shape and style of a jump should be appropriate for the type of trail, surrounding terrain and speed that an average rider would carry on that section of trail.

Tabletops and Doubles- Tabletop and double jumps provide options for riders to roll over the feature without jumping. These jumps are commonly found in intermediate, mountain bike specific trails as they allow riders room to progress their jumping abilities.

Gaps- Gap jumps challenge more advanced riders to clear a distance between the take-off and landing. On an intermediate trail, these jumps may be appropriate as an alternative to a tabletop or double jump if they are on the side of the main trail and do not appear to be the main riding line. Trails that have mandatory gaps in the main riding line should have signs indicating the location of these features and generally be designated as advanced trails.

Safety- Common safety considerations related to jumps include; removing debris from the sides of the landing/ runout; matching the angle of the landing to the angle of the takeoff; provide an open corridor with good sightlines and no overhanging branches; sustainable slopes supporting both the landing and take-off to prevent the feature from deforming over time.

Sensitive areas- The sustainable methods of design and construction that are outlined in this plan will produce long-lasting trails that have minimal impact to the surrounding environment and inherently deter erosion. Additional measures that may be taken when working near sensitive areas (ie: wetlands) include:

Vegetation buffer- Natural vegetation buffers between the trail corridor and sensitive areas should be left undisturbed by the construction process. This will help anchor the tread surface and prevent erosion.

Slope stabilization- Erosion prone slopes adjacent to sensitive areas must be stabilized with measures appropriate to the situation. These measures may include compaction, grading to angle of repose, mulching and seeding slopes with native materials, installation of erosion control netting, installation of rip rap and/ or other retaining structures.

Spoils- Excess soils that are generated during construction near sensitive areas should be moved along the trail to improve the tread surface or hauled away from the sensitive area to be dispersed where they will not erode.

Bridge placement- Bridges or boardwalks built near sensitive areas should not impact the natural flow of water. The bottom of the bridges should be 12” or more above moving water. Deck boards should be spaced at ¾” to allow airflow and sunlight through the bridge without making an unpleasant surface for bikers. Stone cribbing should be used as necessary to support bridge sills and retain earthen access ramps.

Silt fence- Silt fence may be placed between the work site and sensitive areas during the construction window if required.

Business of the Village Board
Village of Saranac Lake

SUBJECT: Equipment Reserve Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 98-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____

Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Authorize the use of the equipment reserve for the purchase of a new groomer for Mount Pisgah

RECOMMENDED ACTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

AUTHORIZING THE USE OF EQUIPMENT RESERVE FOR PURCHASE OF NEW GROOMER FOR MOUNT PISGAH

WHEREAS, the Village of Saranac Lake Board of Trustees has previously established a Type Capital Reserve Fund known as the "Equipment Reserve" pursuant to section 6-c [6-g] of the General Municipal Law as amended, and

WHEREAS, the Village of Saranac Lake Board of Trustees seeks to upgrade the 2001 Bombardier Br275mp Snow Groomer, and

WHEREAS, the estimated cost is not to exceed $100,000, and

WHEREAS, the use of any funds from the Equipment reserve is subject to Permissive Referendum,

NOW, THEREFORE BE IT RESOLVED, authorization is hereby given to the Treasurer to increase the General Fund Budget by an amount not to exceed $100,000, to cover the cost of upgrading the 2001 Bombardier Br275mp Snow Groomer.

BE IT FURTHER RESOLVED, that the Village Treasurer is authorized to transfer up to $100,000 from the Equipment Reserve (001-0000-0230-6000) to cover the cost of upgrading the 2001 Bombardier Br275mp Snow Groomer.

BE IT FURTHER RESOLVED, that the Village Clerk is authorized to make public notice for the intended use of the reserve subject to a Permissive Referendum.

MINIMUM SPECIFICATION FOR ONE USED 2009 OR NEWER SNOW GROOMER WITH ATTACHMENTS

HEIGHT WITH TRACKS NOT TO EXCEED 9 FT 9 INCH

INTENT: THE INTENT OF THE VILLAGE OF SARANAC LAKE IS TO DESCRIBE A DIESEL POWERED, HYDROSTATIC DRIVEN **2009** OR NEWER MACHINE THAT BEST SUITS THE NEEDS FOR THE VILLAGE.**THE LOWEST BID MAY NOT BE THE DETERMINING FACTOR IN AWARDING THE BID.**

THE VILLAGE WILL TAKE INTO ACCOUNT THE FOLLOWING IN DETERMINING THE AWARDING of THE BID.

1. YEAR OF MANUFACTURE
2. OVERALL CONDITION.
3. TOTAL HOURS ON MACHINE LESS THAN **8500** HOURS.
4. MAINTENANCE/SERVICE RECORDS OF MACHINE.
5. CONDITION OF ATTACHMENTS, I.E. FLEX TILLER AND ALL WAY BLADE.
6. ABILITY TO SERVICE, PROVIDE PARTS AND TRAINING OF MACHINE TO BE BID.
7. WARRANTY.

ENGINE:	DIESEL, 6 CYLINDER MINIMUM OF 350 HORSE POWER.
TRANSMISSION:	HYDROSTATIC.
BRAKE PARKING:	MULTI-DISC.
ELECTRICAL:	24 VOLT, 4 WORKING LIGHTS FRONT, 2 WORKING LIGHTS REAR, FULL INSTRUMENTATION, AUDIO-VISUAL WARNING SYSTEM ON MAJOR COMPONENTS, 110 VOLTS HYDROSTATIC OIL TANK HEATER, 110 VOLTS ENGINE BLOCK HEATER.
BLADE:	ALL WAY BLADE WITH QUICK HITCH
FLEX TILLER:	MULTI FLEX TILLER WITH COMPACTOR BAR. CAPABLE OF CONCAVE AND CONVEX OPERATION FROM WITHIN CAB. ARTICULATING REAR LIFT FRAME TO ALLOW OPERATOR TO STEER THE REAR IMPLEMENT TO EITHER SIDE OF VEHICLE TO OBTAIN A CONSISTENT GROOMED SURFACE, PASS TO PASS. A FLOAT SETTING TO ALLOW ATTACHMENT FOLLOW AND ADJUSTABLE UP AND DOWN PRESSURE.
WARRANTY:	BIDDER MUST PROVIDE 30 DAY WARRANTY FROM DATE OF SERVICE. VILLAGE WILL NOTIFY BIDDER WHEN PUT INTO SERVICE.
SERVICE:	ENTIRE MACHINE TO BE SERVICED PRIOR TO DELIVERY.
DELIVERY:	BID TO INCLUDE DELIVERY BY **DECEMBER 1, 2025** TO THE VILLAGE OF SARANAC LAKE 95 VAN BUREN STREET, SARANAC LAKE N.Y.12983
INSPECTION:	THE VILLAGE MAY INSPECT VEHICLE PRIOR TO AWARDING BID.
TRAINING:	TRAINING FOR OPERATOR'S AND MECHANIC'S
PHOTOS:	PHOTOS INCLUDING HOUR METER, ENGINE BAY, TRACKS, CAB, FRAME, AND ATTACHMENTS TO BE INCLUDED WITH BID PACKET.
OPTIONS:	1. WARRANTY COST FOR SEASON OF JAN. TO APRIL 2026.

CONTACT PERSON WAYNE VOUDREN 518 891 4213 MONDAY-FRIDAY 7AM-3PM

Business of the Village Board
Village of Saranac Lake

SUBJECT: 90 Miler Park Use with Alcohol Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 99-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____
Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Authorize the park use application with permission to serve alcohol for the 90 miler canoe race

RECOMMENDED ACTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION TO APPROVE PARK USE APPLICATION
WITH PERMISSION TO SERVE ALCOHOL

WHEREAS, the usage of Riverfront Park is being requested for the 2025 90 Miler Adirondack Canoe Classic on August 31, 2025, and,

WHEREAS, all parties involved will provide the necessary certificates of insurance naming the Village of Saranac Lake additionally insured, and,

WHEREAS, special event permits from the New York State Liquor Authority will be obtained by vendors and a copy of this permit will be placed on file with the Village,

THEREFORE BE IT RESOLVED, the Village Board of Saranac Lake approves the park use application with permission to serve alcohol for the 90 Miler Adirondack Canoe Classic.

Riverfront Park Permit Application
August 31, 2025
Northern Forest Canoe Trail
90 Miler Adirondack Canoe Classic

Safety Plan for proposed beer garden
NFCT will insure safe and appropriate behavior with the following:

1. Clearly cordoned off "Beer Garden" will be the only place where alcohol will be served or consumed to contain consumption to restricted areas.
2. Security at the "door" will be checking identification and issuing wristbands to prevent underage consumption. Security personnel will be trained and equipped with an ID guide
3. Servers will be professional bartenders with TIPS training controlling access to beverages to prevent service to intoxicated individuals and checking wristbands to ensure all customers have been checked by staff at the door.
4. Number of personnel and their duties:
    a. 1-2 people at the entrance ensuring that people are over 21 or accompanied by an adult
    b. 2-3 people patrolling perimeter watching out for over-served individuals and unintentional entrants
    c. 2-3 servers based on attendance

Business of the Village Board
Village of Saranac Lake

SUBJECT: "Half-Way to St. Patrick's Day Festival" Park Use Approval

Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 100-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____

Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Authorize the park use application with permission to serve alcohol for the 1st annual "Half-Way to St. Patrick's Day" Festival

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION TO APPROVE PARK USE APPLICATION FOR 1st ANNUAL "HALF-WAY TO ST.PATRICK'S DAY" FESTIVAL WITH PERMISSION TO SERVE ALCOHOL

WHEREAS, the Saranac Lake Irish Gaelic Organization has partnered with the Village of Saranac Lake and is requesting the use of Berkeley Green for their 1st Annual "Half-Way to St. Patrick's Day" Festival on September 20, 2025, and,

WHEREAS, the road closure from the corner of Main Street and Broadway to the entrance of the Hotel Saranac parking lot and permission to serve alcohol is being requested, and,

WHEREAS, all parties involved will provide the necessary certificates of insurance naming the Village of Saranac Lake additionally insured, and,

WHEREAS, special event permits from the New York State Liquor Authority will be obtained by vendors and a copy of this permit will be placed on file with the Village.

THEREFORE BE IT RESOLVED, the Village Board of Saranac Lake authorizes the use of Berkeley Green and road closure for the 1st annual "Half-Way to St, Patrick's Day" Festival with the permission to serve alcohol.

1st Annual Half -Way to St. Patrick's Day Festival – September 20, 2025
2:00pm – 6:00pm (set up for vendors starts at 1:00pm / breakdown is from 6:00pm – 7:00pm)

A community street festival, with Irish music and dancing at Berkeley Green bandshell, to acknowledge the mid-year point to the St. Patrick's Day Holiday and Village parade.

Purpose: To increase awareness and participation with the Saranac Lake Irish Gaelic Organization (SLIGO). SLIGO approached the Village for support with the expansion of the annual St. Patrick's Day parade in March. The group recommended a mid-year event to garner community backing and thus bolstering parade attendance and participation. Neither Lake Placid or Tupper Lake have a similar event in September or a St. Patrick's Day parade in March. This is a great opportunity for the Tri-Lakes to collaborate while bringing residents and visitors to downtown Saranac Lake. The event can be enjoyed by all ages and expands the Villages' sense of community. Many visitors travel to the Adirondacks during the Fall and are looking for events to supplement hikes and other nature related activities. The Half-Way to St. Patrick's Day Festival will:

- Provide our residents and visitors with a unique and fun experience.
- Promote Downtown as a lively destination.
- Give visibility to the SLIGO and the March St. Patrick's Day parade.
- Encourage Tri-Lakes residents and visitors to support Saranac Lake downtown local businesses.

Half-Way to St. Patrick's Day, organized by SLIGO with the support of the Village of Saranac Lake Community Development Department and Hotel Saranac will have food, drink (alcoholic and no-alcoholic options), Irish dance, Irish music, and kids activities.

The event will take place on Main St, with area business participation, from the corner of Main and Broadway to the entrance to the Hotel Saranac parking area (keeping access to Hotel Saranac open).

In case of rain, the event will be moved inside Hotel Saranac. A smaller portion of the road will remain closed to accommodate the food and drink vendors. Food and drinks will be allowed to be brought into the hotel.

Business of the Village Board
Village of Saranac Lake

SUBJECT: Harvest Festival Park Use with Alcohol/Road Closure

Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 101-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____

Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Authorize the park use application with permission to serve alcohol for the 2025 High Peaks Harvest Festival

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION TO APPROVE PARK USE APPLICATION FOR 2025
FARMERS MARKET HARVEST FESTIVAL WITH PERMJSS ION TO SERVE ALCOHOL

WHEREAS, High Peaks Fanners Market is requesting usage of Berkeley Green and Main Street from Broadway intersection to Hotel Saranac Parking Lot on October 18, 2025, and,

WHEREAS, the High Peaks Fanners Market has partnered with the Village and the Hotel Saranac to provide vendors for food, beer, and wine during the festival, and,

WHEREAS, all parties involved will provide the necessary certificates of insurance naming the Village of Saranac Lake additionally insured, and,

WHEREAS, special event permits from the New York State Liquor Authority will be obtained by vendors and a copy of this permit will be placed on file with the Village.

THEREFORE BE IT RESOLVED, the Village Board of Saranac Lake authorizes the use of Berkeley Green and road closure for the 2025 Harvest Festival with the permission to serve alcohol.

2nd Annual High Peaks Harvest Festival – October 18, 2025
12:00pm – 4:00pm (set up for vendors starts at 10:00am / breakdown is from 4:00pm - 5:30pm)

A community street festival to welcome the Fall season, as well as highlight the High Peaks Farmers Market relocation to Hotel Saranac for the winter months.

Purpose: Many of our surrounding towns host either a Fall Festival or October Fest, that draws residents and visitors to their Downtown area. Based on other small town experiences, a Fall Festival is enjoyed by all ages, and expands the Villages sense of community. Many visitors travel to the Adirondacks during the Fall and are looking for events to supplement hikes and other nature related activities The High Peaks Harvest Festival will:

- Provide our residents and visitors with a unique and fun experience.
- Promote Downtown as a lively destination.
- Give visibility to the Winter Farmers Market at Hotel Saranac (Saturdays, October - December 10:00 – 1:00).
- Encourage residents and visitors to support local businesses in an otherwise slow time of year.

High Peaks Harvest Festival, organized by the Village of Saranac Lake, High Peaks Farmers Market, Hotel Saranac and ANCA will have vendor tents (local businesses & artists), food, music, and kids activities.

The event will take place on Main St, with area business participation, from the corner of Main and Broadway to the entrance to the Hotel Saranac parking area (keeping access to Hotel Saranac open).

We would also request that the bathrooms at Berkeley Green be open for this event.

In case of rain, the event will be moved inside Hotel Saranac. A smaller portion of the road will remain closed to accommodate the food and beer vendors. Food and beer will be allowed to be brought into the hotel.

Business of the Village Board
Village of Saranac Lake

SUBJECT: Hot House Lease Renewal Date: 7/28/2025

DEPT OF ORIGIN: Village Manager BILL # 102-2025

DATE SUBMITTED: 7/21/2025 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____
Village Attorney Village Administration

EXPENDITURE REQUIRED: $0	AMOUNT BUDGETED: $0	APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Authorize Village Manager to execute lease agreement with the Hot House

RECOMMENDED ACTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

LEASE AGREEMENT

between

the VILLAGE OF SARANAC LAKE

and

TODD HOFFNAGLE

For Lease of Saranac Lake Hot House

LEASE AGREEMENT

THIS AGREEMENT, made this ___ day of _____, 2025,

BY AND BETWEEN:

Todd Hoffnagle of , 6187 St. Rt. 30, Lake Clear, NY 12945 ("Lessee") and

VILLAGE OF SARANAC LAKE, INC., a New York municipal corporation, 39 Main Street, Saranac Lake, New York 12983 ("Lessor")

WITNESSETH

1. **Lessor agrees to lease** to Lessee the Hot House nursery facilities located at 33 Petrova Ave., Saranac Lake, NY (referred to herein as the "Premises"). Lessee accepts said Premises in "as is" condition and agrees to the Lease terms set out herein.

2. **Leased Premises:** The Premises shall include access to the Main Nursery Structure, three attached Green Houses, associated Small Storage Sheds, and existing Parking Area. The Lessee shall observe all future Right of Way agreements between the Village of Saranac Lake and any other parties named. There will be no access granted to the former Pius X High School Building or associated garages.

3. **Lease Term:** The term of this lease shall be from the 1st day of January, 2026, through 12/31/26. Lessee may have the option to extend the lease term if authorized by the Village of Saranac Lake. The Lessee expressly acknowledges and agrees that the Premises subject to this lease are currently owned by the Village of Saranac Lake., and that the Lessor (Village of Saranac Lake) intends to execute a contract to purchase the Premises from the Village of Saranac Lake.

4. **Rent:** The base rent under this lease shall be $1,000.00 per month, and the first day of each month thereafter. Any partial month shall be prorated for the time period covered.

5. **Maintenance:** Lessee shall be responsible for maintenance, snow removal, and overall upkeep of the Premises. Lessee agrees to pay the electrical costs of usage for the Premises (determined by either a metering device or 75% of total property bill). Lessee agrees to pay 75% of total Water/Sewer bill for the Premises. Lessee shall have in their name, and be financially responsible for all other utilities, including but not limited to, Heating Fuel, Internet, and Phone.

8. **Indemnification:** Lessee shall fully indemnify and save harmless Lessor, its agents and employees from and against any and all actions, suits, damages, costs, charges, and expense for personal injury and/or property damage arising from the use and lease of the subject premises by Lessee, including all defense costs and reasonable attorney's fees.

9. **Insurance:** Lessee shall procure and maintain liability insurance for personal injury or property damage with minimum of $1 million per occurrence, $2 million aggregate and naming Lessor as additional insured.

10. **Sub-let:** Lessee may not sublet the entirety of the leased Premises except upon the written permission of Lesssor.

11. **Inspection:** Lessor may enter the leased Premises, for the purpose of inspecting the leased Premises, on reasonable advance notice to Lessee.

12. **Notices:** Any notices or communications under this Lease shall be personally delivered or mailed by certified mail return receipt requested to the addresses set forth above.

13. **Assignment:** Neither Party may assign any rights or obligations under this Lease without the written approval of the other party.

14. **Amendments:** This Agreement is the complete agreement of the parties, and may only be amended by a writing signed by both parties.

15. **Governing Law:** This Agreement shall be governed by the laws of the State of New York.

[remainder of page intentionally left blank]

FOR: **Todd Hoffnagle**

BY: _____
ITS: Business Owner

FOR: **VILLAGE OF SARANAC LAKE**

BY: _____
ITS:

Village of Saranac Lake
Business of the Board of Trustees

BILL NUMBER: # 103-2025
SUBJECT: New York State Climate Smart Communities Grant for a Climate Vulnerability Assessment and Climate Adaption plan
FOR AGENDA OF: 7/28/2025
SPONSOR(S): Village Manager
DATE SUBMITTED: July 23, 2025
EXHIBITS:

BUDGET INFORMATION

EXPENDITURE REQUIRED: $
AMOUNT BUDGETED: $
APPROPRIATION REQUIRED: $0

SUMMARY STATEMENT

Resolution authorizing application for a New York State Climate Smart Communities grant for a Climate Vulnerability Assessment and Climate Adaption Plan to aide in reaching silver certification.

RECOMMENDED ACTION

APPROVAL OF RESOLUTION

MOVED BY:_____ SECONDED BY:_____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE SCOLLIN _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE WHITE _____

RESOLUTION AUTHORIZING APPLICATION FOR A NEW YORK STATE CLIMATE SMART COMMUNITIES GRANT

WHEREAS, the Village of Saranac Lake is a Climate Smart Community seeking silver certification; and

WHEREAS, a Climate Vulnerability Assessment and Climate Adaption Plan will assist the Village in earning points towards silver certification; and

WHEREAS, the Village of Saranac Lake hereby requests financial assistance from the New York State Climate Smart Communities Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

WHEREAS, the Village of Saranac Lake certifies that it has identified $20k of matching funds from [location – general fund, donation, etc.] pursuant to the requirements of Environmental Conservation Law Article 54 Title 15; and

THEREFORE BE IT RESOLVED, that the Village of Saranac Lake hereby authorizes the Community Development Director to act on its behalf in submittal of an application through the Consolidated Funding Application for $95K (inclusive of a 20% in-kind match), to be used for a Climate Vulnerability Assessment and Climate Adaption Plan.

PE7 Action: Climate Vulnerability Assessment

4 Points | 8 Points | 16 Points | BRONZE PRIORITY | SILVER PRIORITY

A. Why is this action important?

TEST Climate resilience begins with understanding hazards posed by a changing climate and identifying community vulnerabilities. Climate change does not affect all assets, systems, operations, or community members equally, so performing a comprehensive assessment of local vulnerabilities and risks helps identify and prioritize actions to reduce risks to the community. In conducting a vulnerability assessment, the local government must consider current and future conditions. For example, in assessing the risk of flooding along tidal coastlines, a community should include conditions associated with projected sea level rise in 2050 and 2100. The Climate Smart Communities (CSC) program recommends that local governments complete a vulnerability assessment as one of the first and most foundational steps in developing an effective strategy for adapting to climate change at the local level.

Developing a vulnerability assessment involves identifying, analyzing and prioritizing the effects of climate hazards and risks, like flooding, heat stress or short-term drought. A climate hazard is a physical event or trend that could affect a population segment or the entire community, specific areas, assets, or entire systems (for example, transportation or energy infrastructure) including the local economy and industries. A vulnerability assessment process should consider diversity, equity, inclusion and justice (DEIJ) from start to finish since vulnerabilities will likely lead to varying risks across the diverse populations in your community.

Local governments may elect to undertake this action as a standalone project, or as part of a larger effort, such as a PE7 Action: Climate Adaptation Plan, PE6 Action: Comprehensive Plan with Sustainability Elements, PE7 Action: Hazard Mitigation Plan, PE7 Action: Watershed Assessment, local waterfront revitalization plan, or others. Hazard Mitigation Plans should help identify relevant community climate hazards.

For communities to thoroughly plan for climate adaptation and resiliency, our program recommends completing PE7 Action: Evaluate Policies for Climate Resilience, PE7 Action: Climate Vulnerability Assessment, and PE7 Action: Climate Adaptation Plan. These three actions combined will empower a community to understand its risks, identify strengths and gaps in its existing planning, and create a plan to guide future actions and projects.

B. How to implement this action

Conduct a vulnerability assessment, using the steps outlined below (see additional resources and examples in Section G).

1. Research relevant studies of climate change projections to identify hazards that apply to your community. Review and summarize state and regional studies, including ClimAID (2011 and 2014) and the NYS 2100 Commission Report (2012), local studies (if available), and relevant national studies, as needed. Seek local knowledge on climate hazards via public meetings, surveys and other means (for example, a workshop where residents draw on a map where they have experienced flooding).

   Some climate hazards for consideration include the following:
   - Increasing temperatures, especially in winter
   - Increasing frequency and durations of heat waves
   - Increasing intensity of precipitation (rain/snow/ice/hail)
   - Rising sea levels
   - Increasing frequency and severity of coastal flooding, storm surge, wave force and erosion
   - Increasing frequency and severity of riverine flooding

- Increasing frequency and severity of drought
- Fluctuating lake levels
- Increasing frequency and severity of wind-related damage
- Decreasing annual snowfall
- Increasing frequency and severity of extreme weather events (for example, severe thunderstorms and hurricanes)

For additional information on hazards, please refer to ClimAID and the NYS Hazard Mitigation Plan or your local hazard mitigation plan (Section G).

2. Using your identified climate hazards, assess the potential impacts to assets and systems in your community. For example, consider the following assets and systems:

   a. Community infrastructure
   - Municipal services (fire, police, public works)
   - Emergency response
   - Public health (hospitals, cooling centers)
   - Drinking water
   - Transportation
   - Energy and power
   - Communication
   - Wastewater, stormwater and sewer
   - Waste disposal

   b. Socio-economic assets and systems
   - Food supply
   - Local economy and jobs
   - Cultural and educational (schools, libraries, colleges)
   - Historic
   - Recreation
   - Tourism

   c. Natural and working lands
   - Parks and public land
   - Farms and agriculture
   - Natural assets and systems (for example wetlands, forests, grasslands, and shrub lands, and the services they provide, like water storage and treatment, wildlife habitat)

   d. Any other asset or system needed by the community

3. Alternatively, another way to identify and assess the vulnerabilities of each asset or system uses three criteria: exposure, sensitivity, and adaptive capacity. These terms are defined below. (More information can also be found in Section G)

   a. **Exposure** refers to whether an asset or system is located in an area that is likely to experience the effects of a climate change hazard now or in the future.

   b. **Sensitivity** refers to how an asset or system fares when exposed to a climate hazard.

   c. **Adaptive capacity** refers to the ability of an asset or system to adjust to actual or expected climate stresses.

   d. An example:
   - A firehouse is currently located on a small rise just outside the Special Flood Hazard Area (SFHA). However, the access road to the firehouse is below the Base Flood Elevation and subject to inundation by the 1% (“100-year”) storm. Climate change projections indicate that by 2050 the building itself will likely be inundated by more frequent storm events (i.e., its exposure is significant). In 2050, climate change projections show the firehouse as inundated by 6 inches of water during the 1% storm (i.e., its sensitivity is significant). The firehouse is an historic brick building built on a slab with a low-lying access road. It services a community that is very developed with little available open space outside the SFHA (i.e., the adaptive capacity of the firehouse and the area around it is low).

4. Identify vulnerable populations and assess how they will be affected by current and future climate hazards. It is essential to include underrepresented and marginalized populations who may be at greater risk from climate change impacts. Groups to specifically consider include black, indigenous, and people of color (BIPOC), immigrants,

people who speak English as a second language, low-income residents, the elderly, people with disabilities or chronic health conditions, individuals experiencing homelessness, youth, seniors, rural and urban residents, and lesbian, gay, bisexual, transgender and queer (LGBTQ+) residents. Consider creating an advisory group to oversee the assessment process that represents a diverse range of voices from the community. Also review the CSC Inclusive Community Engagement Primer for a 6-page introduction to concepts and practices for the meaningful inclusion of Disadvantaged Communities in your local planning activities.

5. Share a summary of climate hazards, community assets, systems and vulnerabilities with community residents and other stakeholders via public meetings, surveys, and/or other means. Conduct outreach to confirm findings and identify additional vulnerabilities. Plan public meetings to be accessible in terms of location and transportation options, and, where possible, provide food, childcare, and/or other incentives to support participation.
6. Prioritize assets and systems based on the following factors:
    - Their exposure and sensitivity to the effects of climate hazards and their adaptive capacity
    - How critical they are in respect to the functioning and prosperity of the community
    - Their ability to reduce vulnerabilities and risks in the community, and to vulnerable populations in particular
7. Develop a report of vulnerability assessment findings. This should include the climate hazards and effects considered and an analysis of the risk and vulnerability to community assets. Post the report to the municipality's website.
8. Establish a timeline for re-assessing vulnerabilities. Updates should occur at least every 10 years or when a new understanding of hazards occurs (like a major storm) or when updated state climate projections become available (see links above to ClimAID and NYS Part 490 below in Section G). Updates should include the latest climate science data and projections, a description of local changing conditions, and any major weather events experienced. As part of an update, municipalities should review the relevant climate hazards, community assets/systems, and vulnerable populations, adding new ones where applicable. The update should also involve re-evaluating the prioritization of assets/systems. Significant changes to the assessment should undergo community input via surveys and other outreach methods, as described above.

Guidance on Assessing Flood Hazards. The New York State Department of State (DOS) has developed a risk assessment tool (see Section G) for coastal and riverine communities. The tool helps communities inventory community assets and calculate relative risk scores based on several factors that impact risk, including the following:

- The magnitude and likelihood of future storm events
- Exposure the local landscape attributes that either increase or decrease potential storm impacts
- Vulnerability the level of impairment that an asset would experience from a storm event

The output of this DOS tool helps communities prioritize flood and erosion risk reduction measures. The risk assessment process is recommended for communities that are considering risks from flooding and erosion, and particularly those that are developing or updating Local Waterfront Revitalization Programs (LWRP). Local governments are encouraged to contact DOS for guidance on the use of the risk assessment tool and planning assistance related to coastal and waterfront hazards.

Guidance on Assessing Heat Hazards. The New York State Department of Health (DOH) has developed a Heat Vulnerability Index (HVI) to identify areas in New York State (excluding New York City, which has its own HVI) with high proportions of heat-vulnerable populations. The cumulative HVI and four vulnerability components maps can be used by local and state agencies to identify and plan mitigation strategies for heat-vulnerable areas. The four vulnerability components help communities better understand the factors that drive vulnerability in their regions. Statewide HVI data at census tract resolution is readily available for download on the DOH website and county specific HVI maps in PDF format (see links below in Section G).

The DOH has also developed County Heat and Health Profiles for all counties in New York State (except those in the New York City area). These profiles describe county temperature trends, summarize heat-related health effects, identify areas with populations at highest vulnerability to heat, and list some available adaptation resources. The County Heat and Health Profiles can help communities prepare for extreme heat and prevent heat-related illness. Counties interested in obtaining county-specific HVI data, shapefiles, and more information can contact the DOH tracking program at epht@health.ny.gov

C. Timeframe, project costs, and resource needs

The timeframe, costs and resources needed for a vulnerability assessment depend on the size of the study area, the number of municipalities to be included, and the staff resources available to contribute to the assessment. A typical timeline for completing a vulnerability assessment is between six months to one year, depending on the scope and complexity of the municipality and its exposure to climate hazards.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this action?

This action is applicable to all types of local governments and all departments. The department or staff that lead climate and sustainability efforts are most likely to be responsible for this action. These responsibilities may be led by the chief elected official's office, the planning department, or by a volunteer body, such as the CSC task force. Cross-department involvement and support are recommended, and stakeholder involvement is crucial. The vulnerability assessment could also be developed at a regional level, by the county or a regional organization. Regional organizations or county agencies, like soil and water conservation districts, often have useful data for local assessments.

E. How to obtain points for this action

Points are earned for this action by completing a climate vulnerability assessment that engages staff and the public. The assessment must include climate change projections of future conditions and address at least one climate hazard.

	POSSIBLE POINTS
Vulnerability assessment with a limited scope, covering at least one climate hazard for a limited geographic area (e.g., a waterfront) or for one community asset/system (e.g., transportation)	4
Vulnerability assessment with a moderate scope, covering one to three climate hazards for the entire geographic area of the community	8
Comprehensive vulnerability assessment, covering all relevant climate hazards for the entire geographic area of the community	16

Vulnerability assessments completed as part of a community's participation in the NY Rising program or the DOS Local Waterfront Revitalization program may qualify for this action if they meet the above criteria and are completed within the last 10 years.

F. What to submit

Submit a copy of the most recent climate vulnerability assessment report, created within 10 years prior to the application date. Also submit documentation of the public outreach process (such as public meeting invitations, list of attendees and meeting minutes, surveys or other outreach means), if this is not included in the report. The report should include a summary of the assessment process and the individuals involved, climate change projections of future conditions, a description of what climate hazards were covered, what community assets/systems were assessed for impacts, and what vulnerable populations were considered.

If the vulnerability assessment was developed more than 10 years ago, local governments may update it with any new or updated data or projections and submit the updated report for credit.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

G. Links to additional resources or examples

Examples of Community-level Vulnerability Assessments in New York State

- City of Long Beach's NY Rising Community Reconstruction Plan (PDF)

- Orange County's Vulnerability Assessment (PDF)
- Kingston, NY, "Planning for Rising Waters" Waterfront Flooding Task Force Final Report
- Local Multi-Hazard Transportation Example: Genesee-Finger Lakes Regional Critical Transportation Infrastructure Vulnerability Assessment (PDF)
- DOH Public Health Live Webcast: Climate Smart Communities: Experiencing a Changing Climate

Data and Tools for New York State

- NYSERDA Responding to Climate Change in New York State (ClimAID Report)
- NYS Hazard Mitigation Plan – All hazards
- NYS Part 490, Projected Sea-level Rise
- NYSDEC Floodplain Management Webpage
- NYS 2100 Commission Report – Post Superstorm Sandy Multi-Sector Resiliency Recommendations -Governor's Office of Storm Recovery - New York Rising Community Reconstruction Program
- NYSDOS Climate Geographic Information Gateway, Climate Change & Resilience with Tools, Data and Resources for Communities (including the Risk Assessment Tool and Coastal Risk Area Maps)
- NYSDOS, Local Waterfront Revitalization Program
- Scenic Hudson, Adaptation Planning Resources including Sea Level Rise Maps -NYSDOH Heat Vulnerability Index with Maps
- NYSDOH County-specific Heat Vulnerability Index maps
- NYSDOH County Heat and Health Profile Reports
- NYC's Climate and Health Profile reports can be found here
- NYC Heat vulnerability information
- Coastal Risk Areas, NYS DOS
- Disadvantaged Communities Mapper, NYSERDA
- Climate Safe Neighborhoods, Groundwork HV
- Environmental Justice Mapping Tools, NYS Sea Grant
- Hudson Valley Natural Resource Mapper
- Hudson Dynamic Shorelines, NYS Sea Grant
- Draft Local Climate Change Adaptation and Resilience Plan (CCARP) Guidance and Template

Regional and National Toolkits

- US Climate Resilience Toolkit
- Climate Mapping for Resilience and Adaptation (CMRA) - helps with assessing local exposure to climate-related hazards.
- US EPA (current) Regional Resilience Toolkit - includes step-by-step guidance
- US EPA Adapting to Climate Change 2017 Webpage - includes links to key Federal resources such as the US Climate Resilience Toolkit and the National Climate Assessments
- Vulnerability Assessment Guide: ICLEI, Preparing for Climate Change-A Guidebook for Local, Regional and State Governments
- TEMPERATE tool: ICLEI - "Registered TEMPERATE users have access to ICLEI's adaptation experts who can help you create a climate vulnerability assessment or adaptation planning effort that meets your community's unique needs."

Federal Training Resources

- US EPA Local Government Climate Adaptation Training
- FEMA Long-Term Community Resilience Exercise Resource Guide - Designing Whole Community Exercises to Prepare for the Effects of a Changing Climate
- FEMA National Risk Index - online tool for identifying risks related to natural hazards by county or census track

National Resources on Environmental Justice

- US EPA Adaptation Tools for Public Officials
- US Centers of Disease Control (CDC) Social Vulnerability Index Maps

- Community Resilience Estimates, US Census Bureau
- Neighborhoods at Risk, Headwater Economics

Federal Transportation Resources

- Federal Highways Administration (FHWA) – Resilience Pilot Studies

Federal Resources for Water Utilities

- US EPA Climate Resilience Evaluation and Awareness Tool

National Resources on Sea-level Rise

- Climate Central - Surging Seas: Sea-level Rise Risk Analysis

National Resources on Drought

- US Drought Portal (NIDIS), includes data, maps and tools
- Northeast Drought Portal (NIDIS and Northeast Regional Climate Center)

National Resources on Habitats and Ecosystems

- Climate Change Vulnerability Index: NatureServe Ecosystem-Based Management Tools Network, Climate Change Vulnerability Assessment and Adaptation Tools

H. Recertification Requirements

Generally, the recertification requirements are the same as the initial certification requirements. As described above in Section B, Step 7 (Establish a timeline for re-assessing vulnerabilities), local governments should revisit their vulnerability assessment at least every 10 years or when other relevant circumstances change. An update to an existing vulnerability assessment may be eligible for points under this action as part of recertification, provided the update includes, for example, up-to-date climate change projections and an evaluation of how those projections may impact assets, systems, and vulnerable populations in the community.

PE7 Action: Climate Adaptation Plan

3 — 15 Points | BRONZE PRIORITY | SILVER PRIORITY

A. Why is this action important?

PE7 Action: Climate Vulnerability Assessment and PE7 Action: Climate Adaptation Plan are the two foundational actions for adapting to climate change and building resilience in your community, akin to creating a greenhouse gas (GHG) inventory and climate action plan for GHG mitigation.

The goal of creating a climate adaptation plan or chapter is to address vulnerabilities uncovered in your PE7 Action: Climate Vulnerability Assessment and planning gaps from your PE7 Action: Evaluate Policies for Climate Resilience. Climate adaptation planning outlines a vision and set of strategies to improve a community's resilience to climate change based on its local physical, economic, and social vulnerabilities. When local leaders work with their communities to adapt to climate change, they build the capacity to evolve with changing conditions and protect resources for generations to come.

During the planning process, local governments should work with residents and local groups to establish a shared vision of a resilient future and define specific local climate adaptation strategies to reduce vulnerabilities and achieve their vision. A climate adaptation planning process should consider diversity, equity, inclusion, and justice (DEIJ) from start to finish.

B. How to implement this action

Under the Climate Smart Communities (CSC) program, the climate adaptation planning process can be appropriately scaled for the size and vulnerability of a community. For example, a larger city with significant climate risks may choose to do a more in-depth process for a standalone plan. Alternatively, a smaller town or village with fewer vulnerabilities may opt for a more streamlined process to create a smaller plan or create a chapter in a climate action plan or other planning document.

Points for this action will reflect the scope that the adaptation plan or chapter covers:

- **Limited scope**: covers at least one climate hazard for a limited geographic scope (like a waterfront) or one category or sector (like government operations or transportation infrastructure).
- **Moderate scope**: covers one to three climate hazards for the entire geographic area of the community.
- **Comprehensive scope**: covers all relevant climate hazards for the entire geographic area of the community.

You can find a list of climate hazards and further examples of scope in PE7 Action: Climate Vulnerability Assessment.

When conducting a community climate adaptation planning, essential steps to consider include the following:

1. **Analyze the demographic makeup of your community** to understand what a fair representation of citizens will look like. Identify stakeholders who represent different neighborhoods, community-based organizations, and businesses, as well as a range of representatives from traditionally marginalized groups and disadvantaged communities. Consider who has not been at the table in the past and make sure that those groups are meaningfully included. Analyze the municipal departments and committees serving your community to determine who should be involved in this planning process (e.g., departments of public works, planning, police and fire, parks and recreation, economic development).
2. **Convene a diverse and representative working group** (based on your results from step 1) to coordinate the effort and perform public outreach and engagement from the beginning, scaled appropriately to the size and complexity

of the community. The working group should include staff members and a subset of the local CSC task force who are focused on climate adaptation, as well as a cross-section of community stakeholders including residents, business owners, and local and regional organizations. The working group coordinator should strive to achieve appropriate representation of race, class, gender, and all relevant categories.

3. **Develop and implement a public engagement strategy** for the planning process using best practices for inclusive engagement. Review the CSC Inclusive Community Engagement Primer for a 6-page introduction to concepts and practices for the meaningful inclusion of Disadvantaged Communities in your local planning activities. Plan meetings to be accessible in terms of location and transportation options, and if possible, provide food, childcare and/or compensation for members' attendance. Solicit public input via multiple channels, including in-person (like public workshops and pop-up stands in public spaces) and virtual options (like webinars and online surveys).
4. **Evaluate information on climate hazards to understand the most at-risk community assets, populations, and systems.** Information on local hazards can be found in your PE7 Action: Climate Vulnerability Assessment] (https://climatesmart.ny.gov/actions-certification/actions/#open/action/85), [PE7 Action: Hazard Mitigation Plan[(https://climatesmart.ny.gov/actions-certification/actions/#open/action/90), PE7 Action: Evaluate Policies for Climate Resilience, and elsewhere. Consider how your hazards and risks may change over time by incorporating the most recent climate projections for your region (see resources below in Section G) and local knowledge of impacts like extreme weather events and sunny-day flooding.
5. **Co-create a vision for community climate adaptation and resilience.** Host public participation session(s) to have conversations about local vulnerabilities, past experiences with hazard events, important community assets and planning gaps, and develop a vision for the community. One possible means of supporting these conversations includes the use of visual aids, such as maps, depicting areas at risk and associated community assets. Community members can identify missing important community assets or hazardous areas or confirm that the existing results are accurate. A vision is a brief, inspirational statement that investigates the future and creates a mental image of the ideal state that a community wants to achieve. The vision should reflect the community's aspirations and values as they relate to adapting to climate change and building local resilience. See examples of resilience visions below in Section G. To create the vision statements, solicit input according to your public engagement strategy. Compile public input into a draft document that describes the vision for the future and what resilience means to the community. Meaningfully share the draft vision document with the community by going beyond posting it on an inconspicuous website page or only sending it to community members already in the know. Establish a system for receiving public comments and revise the draft vision and goals based on stakeholder feedback.
6. **Develop strategies to adapt** to changing conditions and achieve your community's resilience vision. These strategies are based on your community's analysis of climate impacts, prioritized assets, and vulnerabilities, and policy gaps identified during PE7 Action: Evaluate Policies for Climate Resilience. (Also see further guidance on developing climate adaptation strategies below.)
    - Prioritize strategies that reduce risk and provide valuable ecological and social equity co-benefits. For example, training and certifying local workers from disadvantaged backgrounds to install and maintain green infrastructure will reduce stormwater flooding while creating co-benefits of improving local cooling, ecology and economic injustice.
    - Share the draft adaptation strategies with the public according to your engagement strategy. Revise the strategies based on stakeholder input. Revision may include reassessing the prioritization of strategies.
    - Identify lead entities responsible for implementing each strategy. Consider organizing strategies by their estimated timeframes, costs, and co-benefits.
    - Create a timeline and process for regularly revisiting and updating the climate adaptation plan (see Step 7 below), including tracking progress made on adaptation strategies (e.g., number completed, in-process, ongoing or incomplete). A climate adaptation plan or strategy should reflect the most up-to-date climate information and community priorities.
    - Facilitate approval of the plan by the community's elected officials.
7. **Revisit and update your plan.** Local governments should revisit and refresh their adaptation plan every ten years as well (or more frequently) and track progress on adaptation strategies. Plan updates can also be triggered with new understanding of hazards, like a major storm event or updated climate projections. Such updated climate projections could be updates to ClimAID and updates to 6 NYCRR Part 490, for example. These updates should include the latest climate science, data and projections, description of local changing conditions and major events experienced, consider any changes in policy or infrastructure since the last plan, and modify the existing strategies or add new recommendations as appropriate. Significant changes should undergo community input via surveys and other methods as described above.

Additional guidance on developing climate adaptation strategies

In a climate adaptation plan or chapter with a **comprehensive** scope, strategies should cover a range of categories (e.g., municipal planning and operations, zoning and codes, public outreach and education, and capital projects, including structural and non-structural solutions) that address various at-risk sectors (e.g., critical infrastructure, emergency management, natural resources, recreation, agriculture, socially vulnerable populations).

A plan or chapter of **limited** scope will cover at least one climate hazard for a limited geographic area (like the waterfront) or one category or sector (like government operations or transportation infrastructure). A plan or chapter of moderate scope will cover one to three climate hazards for the entire geographic area of the community.

Strategies should directly address vulnerable community assets (like those identified in PE7 Action: Climate Vulnerability Assessment, and local planning gaps (as identified in PE7 Action: Evaluate Policies for Climate Resilience). For example, if your vulnerability assessment revealed that the community's cooling center is in the floodplain, the plan could include a strategy to floodproof, relocate, or designate a new location. As another example, if the community's capital improvement plan does not consider drought or other climate risks, then your climate adaptation plan could include a strategy to update the capital improvement plan to incorporate such risks. For more strategy ideas, see plans from other communities, Model Local Laws for Increasing Resilience, and other links below in Section G.

Communities should especially consider including strategies to implement many of the actions in CSC Pledge Element 7, like PE7 Action: Conserve Natural Areas, PE7 Action: Green Infrastructure, PE7 Action: Culverts and Dams, PE7 Action: Nature-based Shorelines, and PE7 Action: Strategic Relocation. Several of these strategies could be specific capital projects. Strategies could include more general actions like feasibility studies, to investigate options and/or to create a list of specific projects that will address a specific vulnerability. For example, for flooding, a watershed assessment can highlight the most strategic areas for action. Taking a watershed approach when developing strategies that address flooding, water quality and quantity, and water infrastructure will help the community understand uphill and upstream sources of flooding and assist in prioritizing actions; see PE7 Action: Watershed-based Flood Mitigation Plan and PE7 Action: Watershed Plan for Water Quality.

Strategies can specifically include recommended changes to the community's comprehensive plan and other relevant plans (like hazard mitigation plans or local waterfront revitalization plans) to include climate adaptation. The implementation of such updates to a comprehensive plan may be eligible for points under PE6 Action: Comprehensive Plan with Sustainability Elements, which includes points for promoting adaptation to climate change.

The plan should identify lead entities responsible for implementing each strategy. To the extent possible, it could also organize strategies by their estimated timeframes, costs and co-benefits.

C. Timeframe, project costs, and resource needs

The timeframe and costs for this task depend on the level of public engagement and the staff resources available. The climate adaptation planning process can be appropriately scaled for the size and vulnerability of a community. Local governments can anticipate a timeline of approximately six months to one year or more to develop a **comprehensive** climate adaptation plan. Project costs include staff time and possibly consultants to support the development of the plan and support for stakeholder attendance in the form of food, transportation, childcare, and/or compensation.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this action?

This action is applicable to all types of local governments and all departments. The department, office, or committee that leads local climate and sustainability efforts is most likely to be responsible for implementing this action. Or implementation may be led by the chief elected official's office, the department of the environment or planning, or by a volunteer body, such as a conservation advisory council, a watershed group, or a subcommittee of the local CSC task force. Cultivating cross-department involvement and support is also critical since a variety of staff and local stakeholders may be involved in implementation. The climate adaptation plan could also be developed at a regional level, by the county or a regional organization. Local governments claiming credit for participation in a regional initiative will be required to demonstrate substantial involvement in that process to be eligible for points, as per these guidelines.

E. How to obtain points for this action

Points for this action are tiered based on completion of the components described below. Both components must have occurred within ten years prior to the application date, but the two components are separate. In other words, applicants can submit a vision without having a plan in place yet.

	POSSIBLE POINTS
Create a community-developed climate adaptation and resilience vision statement	3
Create and adopt a climate adaptation plan (or chapter) with one of the following scopes:	
a) **Limited scope**, covering at least one climate hazard for a limited geographic area or for one community asset type/system (e.g., transportation)	5
b) **Moderate scope**, covering at least one to three climate hazards for the entire geographic area of the community	8
c) **Comprehensive scope**, covering all relevant climate hazards for the entire geographic area of the community	12

F. What to submit

To be eligible for points under this action, all components of this action must have taken place within ten years from the date of application. Submit the following documentation for the point tiers:

Vision: Submit a copy or web address of the final climate adaptation and resilience vision statement and a summary of the inclusive public engagement process that was used to create the vision, including evidence of event outreach and attendance. (See guidance on inclusive public engagement processes in Section B).

Plan: Submit a copy or web address of the climate adaptation plan or chapter (of a related climate plan). Indicate the scope of the planning effort (limited, moderate or comprehensive). Submit documentation that the plan was adopted by the local government.

The plan or chapter must contain the following:

- The most recent New York State climate change projections and climate hazard data, as of the date of publication of the plan.
- A list of strategies to address local vulnerabilities and build adaptive capacity.
- A summary of the inclusive public engagement process that was used.

If a regional entity (other than the applicant) led the planning process, submit evidence of substantial involvement in that process, as per these guidelines.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

G. Links to additional resources or examples

Examples of community resilience visions

- Beacon Sustainability and Climate Resilience Vision
- Visions And Principles for a Resilient Catskill: see page 32.
- A Flood-Resilient Kingston: Vision for the Future: see pages 26 to 30.
- Vision and Goals Statement (English, available in 5 languages), Climate Resilient San Diego

Examples of climate adaptation plans and chapters

- Resilience Roadmap: Planning for Piermont's Future
- Planning for Rising Waters: Final Report of the City of Kingston Waterfront Tidal Flooding Task Force
- Ossining's Waterfront on the Rise, Climate-adaptive Design Studio
- Vision 2020, New York City Comprehensive Waterfront Plan, Goal 8: Increase Climate Resilience
- Tompkins County Comprehensive Plan – Planning for Our Future Section on Climate Change Adaptation and Appendix B, Public Comments and Responses
- A Stronger, More Resilient New York
- Climate Resilient San Diego
- Climate Action Adaptation Plan, Santa Monica, CA
- Climate Action and Resiliency Plan, Alameda, CA
- Resilient Los Angeles
- Climate Resilience & Regeneration Plan: An element of the comprehensive plan
- Comprehensive Master Plan, Keene, NH
- Multi-Hazard and Climate Adaptation Plan, Lewes, DE

Guidance for developing climate adaptation strategies

Planning Guidance

- Climate Adaptation and Resilience Planning, Cornell WRI
- Resilience Planning Resources and Guidance, NYS DOS
- Resilience Principles, NYS DOS
- Greening in Place Guide, A framework for equitable green development
- Resources for Resilience, Cornell WRI
- NY Rising Community Reconstruction Program
- Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments, ICLEI – Local Governments for Sustainability
- Draft Local Climate Change Adaptation and Resilience Plan (CCARP) Guidance and Template

Strategy development

- NYS Flood Risk Management Guidance, NYS DEC
- Model Local Laws to Increase Resilience, NYS DOS
- List of Climate Adaptation Strategies, Examples from Communities the Hudson Valley
- ENVISION™ Rating Tool: a sustainability rating program for horizontal infrastructure projects
- The Sustainable SITES Initiative: SITES is rating system designed to distinguish sustainable landscapes, and measure their performance.
- LEED for Neighborhood Development, USGBC
- International Green Construction Code
- FEMA Long-Term Community Resilience Exercise Resource Guide - Designing Whole Community Exercises to Prepare for the Effects of a Changing Climate

Data, mappers, and climate projections

- Responding to Climate Change in New York State (ClimAID): source of New York State climate projections
- New York State 6 NYCRR Part 490, Projected Sea-level Rise, NYS DEC
- Hudson River Flood Impact Decision Support System, Center for International Earth Science Information Network (CIESIN), Columbia University
- Disadvantaged Communities Interactive Mapper, NYSERDA
- Environmental Justice Mapping Tools, NY Sea Grant
- Hudson Valley Natural Resource Mapper, NY DEC

Guidance for incorporating social equity and inclusive engagement

- CSC Inclusive Community Engagement Primer
- Inclusive Planning for Community Resilience, Cornell WRI

- PUSH Blue program, PUSH Buffalo
- NYS People First: How To Plan Events Everyone Can Attend, NYS DOH
- The Path to Environmental Justice is Local, Center for Climate Preparedness, Antioch University,
- Equity Toolkit, Sustainable Connecticut
- Antioch New England's Center for Climate Preparedness and Community Resilience: Race and the Environmental Movement Webinar Series
- Climate Action through Equity, Portland, OR
- Training and Popular Education, Racial Equity Tools
- Action Plan Examples, Racial Equity Tools
- Local Policies For Environmental Justice: A National Scan, The New School
- People and Place: Understanding social dimensions of resilience in the Climate-adaptive Design Studio: see the stakeholder matrix in the outreach strategy section.
- Social Equity, American Planning Association

H. Recertification Requirements

The recertification requirements are the same as the initial certification requirements.