

VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES
39 MAIN STREET SARANAC LAKE NY
MEETING AGENDA 5:00 PM
Monday, November 10, 2025

This meeting will be held in the Village Board Room and may be viewed through ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/82687195051>

Meeting ID: 826 8719 5051

CALL TO ORDER

ROLL CALL:

*****5:00 PM EXECUTIVE SESSION:** Collective Bargaining Negotiations

AUDITING:

- a. Pay Vouchers
- b. Approve Minutes from 10-27-2025

PUBLIC COMMENT:

ITEMS FOR BOARD ACTION

BILL	163	2025	Resolution to authorize park use with permission to serve alcohol for the Saranac Lake Hometown Hop and Shop Event
BILL	164	2025	Resolution authorizing the re-levy of unpaid district water and sewer rents and Village taxes onto the Town and County tax bills
BILL	165	2025	Call for a public hearing on proposed Local Law authorizing a real property tax exemption for Volunteer Rescue workers
BILL	166	2025	Resolution authorizing a budget adjustment for CHIPS revenue and expenses for Fiscal Year 2026
BILL	167	2025	Resolution authorizing budget transfer for sidewalk materials
BILL	168	2025	Resolution to approve park use application with permission to serve beer and wine for Riverside Park
BILL	169	2025	Authorize FEMA Contract Amendment
BILL	170	2025	Resolution to authorize the Village Manager to hire Water Wastewater Treatment Plant Operator Trainee
BILL	149	2025	Resolution approving design for Temporary Rail Trail Signage
BILL	150	2025	Resolution authorizing the creation of Village of Saranac Lake Cannabis Sales Taxation Funds Grant Program

OLD BUSINESS:

Trustee White: Geothermal Project Discussion, Internal Audit Discussion, Public Safety Facility Discussion, Financial Status of Public Safety Building, possible APA relocation to downtown, and update on third party Tax Impact Analysis of proposed 33 Petrova Building

Trustee Brunette: Geothermal Status, Tax Impact Analysis for Emergency Services Complex, Capital Improvement Plan, and Downtown Streetscape Plan.

NEW BUSINESS:

Trustee White: Discussion on Church Street to Pine Street Corridor

PUBLIC COMMENT:

EXECUTIVE SESSION: Proposed lease of real property

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, October 27, 2025

Regular Meeting began at 5:00 PM and ended at 8:45 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 Village Treasurer Kendra Martin

AUDITING:

Chair Mayor Williams called for a motion to approve payment for the 2025 and 2026 Budgets \$451,474.41 batch number 10272025. Complete detail of these vouchers is attached and made part of these minutes.

Motion: Ryan 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 the minutes

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

SPECIAL GUEST: Keith McKeever Director of Public Information-Overview of Conceptual Plans for APA Headquarters

PUBLIC HEARING: Local Law Annexing Pine View Village Apartments, LLC

Chair Mayor Williams called for a motion to open Public Hearing

Motion: Brunette Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Chair Mayor Williams called for a motion to close Public Hearing

Motion: Brunette Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

PUBLIC COMMENT:

Cheryl Joyce Pisgah Park Rd Signage

Sierra Pickereign support of Pisgah Rates for School District

Davina Thurston support of discount Pisgah Rates for Town of St. Armand

Steve Erman APA presentation and relocation

Mark Wilson APA relocation and public process

Jordanna Mallach support of discount Pisgah Rates for Harrietstown

ITEMS FOR BOARD ACTION:

Bill 151- Resolution issuing SEQR Negative Declaration on proposed Annexation Local Law

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: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 152-2025 Adopt Local Law approving the Annexation of Pine View Village Apartments, LLC

A copy of the bill is attached and made part of these minutes

Chair Mayor Williams called for a motion

Motion: White Second: Ryan

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 153-Designate Village Offices at next Village Election

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 154-2025 Authorize Village Manager to hire Temporary Account Clerk

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 155-2025 Authorize 2026 Fire Contracts

A copy of the bill is attached and made part of these minutes

Chair Mayor Williams called for a motion

Motion: White Second: Ryan

Roll Call: Brunette no; Ryan yes; Scollin yes; White no; Williams yes.

Bill 156-2025 Authorize Village Manager to hire laborer

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: Brunette yes; Ryan yes; Scollin yes; White no; Williams yes.

Bill 157-2025 Resolution authorizing the Overnight travel and training for Mike Berry to attend 2B Water license certification course

A copy of the bill is attached and made part of these minutes

Chair Mayor Williams called for a motion

Motion: Brunette Second: Ryan

Roll call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 158-2025 Resolution to seek authorizing of technical services change order and NYS DOS Contract for Baldwin Park Revitalization Project

A copy of the bill is attached and made part of these minutes

Chair Mayor Williams called for a motion

Motion: Brunette Second: Scollin

Roll call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 159-2025 Resolution to adopt Fair Housing Policy

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: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 160-2025 Approve 2025-2026 Pisgah Rates

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: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Bill 161-2025 Resolution to authorize the purchase of Saranac River Gauging Station Equipment

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 162-2025 Authorize Village Manager to hire Water Wastewater Helper

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.

OLD BUSINESS: Proposed financial relief for residents during shutdown

NEW BUSINESS:

PUBLIC COMMENT:

Mark Wilson Pine View Village Apartments comparison to 33 Petrova

EXECUTIVE SESSION: Proposed Lease or Sale of real property and Collective Bargaining Negotiations

Chair Mayor Williams called for a motion to enter into executive session:

Motion: Scollin Second: White

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

Chair Mayor Williams called for a motion to exit executive session:

Motion: Scollin Second: Williams

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

MOTION TO ADJURN:

Chair Mayor Williams called for a motion

Motion: Williams Second: Brunette

Roll Call: Brunette yes; Ryan yes; Scollin yes; White yes; Williams yes.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Park Use for Hop & Shop

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 163-2025

DATE SUBMITTED: 10/31/2025

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 Saranac Lake
Hometown Hop and Shop Event

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 HOMETOWN HOP &
SHOP WITH PERMISSION TO SERVE ALCOHOL**

WHEREAS, the Village of Saranac Lake and is requesting the use of Berkeley Green and a Road Closure for the Saranac Lake Hometown Hop & Shop Holiday event on December 13, 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, 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 Saranac Lake Hometown Hop and Shop Holiday event with the permission to serve alcohol.

Saranac Lake Hometown Hop & Shop – December 13, 2025

3:00 PM – 6:00 PM

(Vendor setup begins at 2:00 PM / breakdown from 6:00 PM to 7:00 PM)

A festive local shopping event that highlights the spirit of the holiday season and showcases our downtown businesses.

Purpose and Goals:

This seasonal event will draw residents and visitors to Downtown Saranac Lake, creating a holiday experience filled with shopping, entertainment, and local charm. The Saranac Lake Hometown Hop & Shop aims to:

- Offer residents and visitors a unique, family-friendly holiday experience.
- Promote Downtown as a lively, welcoming destination.
- Encourage shopping and support local businesses during the winter season.

Event Details:

Organized by the Village of Saranac Lake the Hometown Hop & Shop will feature:

- Vendor and artisans inside local businesses and empty storefronts.
- Festive food and seasonal drinks.
- Live music and entertainment.
- Fun activities for families.

The event will take place at Berkeley Green and in front of Hotel Saranac with participation from area businesses.

We would also request that the bathrooms at Berkely Green be open for this event and “Old Smokey” delivered to Berkeley Green.

A portion of Main St. will remain closed to accommodate food and drink vendors as well as pedestrian traffic. Food and drink vendors will be in the closed portion of road, in front of Hotel Saranac.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Re-levy

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 164-2025

DATE SUBMITTED: 11/4/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution to authorize the re-levy of unpaid district water and sewer rents and Village taxes onto the Town and County tax bills

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

**RESOLUTION AUTHORIZING THE RE-LEVY OF UNPAID DISTRICT WATER AND
SEWER RENTS AND VILLAGE TAXES ONTO THE TOWN AND COUNTY TAX
BILLS**

WHEREAS, certain water and sewer rents and Village taxes within the Village of Saranac Lake remain unpaid as of the close of the current collection period, and

WHEREAS, pursuant to New York State Village Law § 5-530 and Real Property Tax Law § 1442, unpaid water and sewer rents and Village taxes may be re-levied on the Town and County tax rolls, and

WHEREAS, it is necessary for the Village Board of Trustees to authorize the re-levy of such unpaid amounts to ensure proper collection through the Town and County tax process.

THEREFORE, BE IT RESOLVED, the Village Board of Trustees hereby authorizes the Village Treasurer to prepare and certify a list of all unpaid Village taxes and unpaid water and sewer rents as of the close of the current fiscal year. These unpaid amounts shall be re-levied onto the appropriate Town and County tax bills in accordance with applicable New York State law. The Village Treasurer is further authorized and directed to transmit the certified list of unpaid accounts to the respective Town and County Tax Collectors for inclusion on the Town and County tax bills to be issued on January 1, 2026

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Public Hearing

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 165-2025

DATE SUBMITTED: 11/4/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution to call for a public hearing for a local law authorizing a real property tax exemption for volunteer rescue workers

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

VILLAGE OF SARANAC LAKE
RESOLUTION TO CALL FOR A PUBLIC HEARING ON PROPOSED LOCAL LAW
AUTHORIZING A REAL PROPERTY TAX EXEMPTION FOR VOLUNTEER
FIREFIGHTERS AND VOLUNTEER AMBULANCE SERVICE WORKERS

WHEREAS, the Village Board of Trustees is considering the adoption of a Local Law authorizing a real property tax exemption for eligible volunteer firefighters and volunteer ambulance service workers pursuant to New York Real Property Tax Law §466, and,

WHEREAS, the proposed Local Law would provide a partial exemption from Village real property taxes for qualified enrolled members of volunteer fire companies, fire departments, and volunteer ambulance services who meet the service and residency requirements set forth under State law, and,

WHEREAS, pursuant to the New York Municipal Home Rule Law and Real Property Tax Law, a public hearing is required to be held before the adoption of said Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby calls for a public hearing on proposed Local Law No. ____ of 2025, for A Local Law Authorizing a Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Service Workers on Monday, November 24 at 5:00 PM in the Village Board Room, located at 39 Main Street, on the second floor.

BE IT FURTHER RESOLVED, that the Village Clerk is hereby directed to publish and post notice of said public hearing in accordance with applicable law.

VILLAGE OF SARANAC LAKE
LOCAL LAW NO. ____ OF 2025
A LOCAL LAW AUTHORIZING A REAL PROPERTY TAX EXEMPTION FOR
VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE SERVICE WORKERS

Section 1. Purpose and Authority

This Local Law is enacted pursuant to New York State Real Property Tax Law §466-a to provide a ten percent (10%) exemption from Village real property taxes for the primary residence of qualified volunteer firefighters and volunteer ambulance service workers.

Section 2. Exemption Granted

A qualified enrolled member, or such member and spouse, of an incorporated volunteer fire company, fire department, or incorporated volunteer ambulance service that serves the Village shall receive an exemption equal to 10% of the assessed value of their primary residence, exclusive of special assessments, subject to the requirements of this Local Law.

Section 3. Eligibility Requirements

To receive the exemption:

1. The applicant must reside within the Village and be an enrolled member of a qualifying volunteer fire or ambulance service.
2. The property must be the applicant's primary residence and used exclusively for residential purposes.
3. The applicant must provide certification from the authority having jurisdiction stating they have served at least two (2) consecutive years immediately prior to application.
4. An exemption application and certification must be filed with the Village Assessor by the taxable status date.

Section 4. Lifetime Exemption

A volunteer with 20 or more years of active service, as certified by the authority having jurisdiction, shall receive the exemption for life, so long as the primary residence remains within the Village.

Section 5. Surviving Spouse Exemption

The exemption shall continue for the un-remarried surviving spouse of a deceased volunteer if:

- The deceased volunteer was killed in the line of duty and had served at least five (5) years, or
- The deceased volunteer had 20 or more years of service and was receiving the exemption prior to death.

The exemption ends upon remarriage of the surviving spouse.

Section 6. No Reduction of Existing Benefits

No volunteer currently receiving an exemption under Real Property Tax Law Article 4 shall lose or have their benefit reduced as a result of this Local Law.

Section 7. Effective Date

This Local Law shall take effect immediately upon filing with the New York State Secretary of State.



Department of Taxation and Finance

Taxing jurisdictions that offer property tax exemptions to volunteer firefighters and ambulance workers must transition to a newly authorized statewide exemption within three years.

As the Chief Executive Officer of a taxing jurisdiction that may be offering a property tax exemption to volunteer firefighters and ambulance workers, you should be aware that recently enacted legislation, [Chapter 670 of the Laws of 2022](#), has changed the applicable law and may require action on the part of your jurisdiction.

Generally speaking, the new law gives municipalities, school districts and fire districts throughout the State the option to provide a property tax exemption of up to 10% to volunteer firefighters and ambulance workers. Any such exemption would be valid only on property used exclusively for residential purposes. If a portion of a volunteer's property is used for other purposes, the exemption would be prorated accordingly. In order to be eligible for this partial exemption, volunteer firefighters and ambulance workers must live in the community served by their volunteer organization and meet a minimum service requirement of between two and five years, as set by the respective taxing jurisdiction. Additionally, at local option, a lifetime exemption may be provided to volunteers with at least 20 years of service as long as they maintain their primary residence in the county they have served. Taxing jurisdictions may also allow unremarried surviving spouses of eligible volunteers to retain the exemption.

The specific terms of the new exemption are set forth in new § 466-a of the Real Property Tax Law (RPTL) as enacted by Chapter 670 of the Laws of 2022.

It is important to note that, if your taxing jurisdiction has been offering a similar exemption for volunteer firefighters and ambulance workers under one of the pre-existing statutes (i.e., current RPTL § 466-a through § 466-k), it must adopt a local law, ordinance or resolution to conform to the new Statewide exemption statute no later than December 9, 2025 (i.e., three years from the effective date of Chapter 670; see subdivision 8 of the newly-enacted § 466-a). On that date, all of the "old" exemption statutes will be repealed.

We encourage you to discuss the implications of this new law with your municipal attorney.

LAWS OF NEW YORK, 2022

CHAPTER 670

AN ACT to amend the real property tax law, in relation to providing all local governments with the option to provide a property tax exemption to volunteer firefighters and volunteer ambulance workers; and to repeal various provisions of the real property tax law relating thereto

Became a law December 9, 2022, with the approval of the Governor.
Passed by a majority vote, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. The real property tax law is amended by adding a new section 466-a to read as follows:

§ 466-a. Volunteer firefighters and volunteer ambulance workers. 1. Real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service or such enrolled member and spouse residing in any county shall be exempt from taxation to the extent of up to ten percent of the assessed value of such property for city, village, town, part town, special district, school district, fire district or county purposes, exclusive of special assessments, provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

2. Such exemption shall not be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service residing in such county unless:

(a) the applicant resides in the city, town or village which is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;

(b) the property is the primary residence of the applicant;

(c) the property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section; and

(d) the applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service, as determined by the governing body of a city, village, town, school district, fire district or county; provided, however, that such governing body shall establish a minimum service requirement for each applicant between two years of service and five years of service. It shall be the duty and responsibility of the governing body of each municipality, school district and/or fire district which adopts a local law, ordinance

EXPLANATION--Matter in italics is new; matter in brackets [-] is old law to be omitted.

or resolution pursuant to this section to determine the procedure for certification.

3. Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this section for the remainder of his or her life as long as his or her primary residence is located within such county provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

4. Un-remarried spouses of volunteer firefighters or volunteer ambulance workers killed in the line of duty. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption claimed under such statutes by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, to such deceased enrolled member's un-remarried spouse if such member is killed in the line of duty; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and

(b) such deceased volunteer had been an enrolled member for at least five years; and

(c) such deceased volunteer had been receiving the exemption prior to his or her death.

5. Un-remarried spouses of deceased volunteer firefighters or volunteer ambulance workers. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption to an un-remarried spouse of a deceased enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and

(b) such deceased volunteer had been an enrolled member for at least twenty years; and

(c) such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

6. Application for such exemption shall be filed with the assessor or other agency, department or office designated by the municipality, school district and/or fire district offering such exemption on or before the taxable status date on a form as prescribed by the commissioner.

7. No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the

provisions of this article on the effective date of this section shall suffer any diminution of such benefit because of the provisions of this section.

8. Any city, village, town, school district, fire district or county that currently, through local law, ordinance or resolution, provides an exemption from taxation for an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, such enrolled member and spouse, or an un-remarried spouse shall be authorized to continue to provide such exemption, provided however, such city, village, town, school district, fire district or county shall adopt a local law, ordinance or resolution to conform to the provisions of this section no later than three years after the effective date of this section.

9. Notice to affected municipalities. On or before December thirty-first, two thousand twenty-two, it shall be the duty of the commissioner or her or his designees to notify or cause to be notified, in a manner prescribed by the commissioner, the chief executive officer of each and any municipality in which former sections four hundred sixty-six-a, four hundred sixty-six-b, four hundred sixty-six-c, four hundred sixty-six-d, four hundred sixty-six-f, four hundred sixty-six-g, four hundred sixty-six-h, four hundred sixty-six-i, four hundred sixty-six-j, and four hundred sixty-six-k of the real property tax law apply, of the provisions of the chapter of the laws of two thousand twenty-two that added this section.

§ 2. Sections 466-a as added by chapter 617 of the laws of 1999, 466-b, 466-c, 466-d, 466-e, 466-f, 466-g, 466-h, 466-i, 466-j and 466-k of the real property tax law are REPEALED.

§ 3. This act shall take effect immediately; provided, however, that section two of this act shall take effect three years after the effective date of this act.

The Legislature of the STATE OF NEW YORK ss:

Pursuant to the authority vested in us by section 70-b of the Public Officers Law, we hereby jointly certify that this slip copy of this session law was printed under our direction and, in accordance with such section, is entitled to be read into evidence.

ANDREA STEWART-COUSINS
Temporary President of the Senate

CARL E. HEASTIE
Speaker of the Assembly

Assessor Manuals, Exemption Administration: RPTL Section 466-a

Exemption Administration Manual—Part 1: Residential— Other than multiple dwellings

Section 4.01—RPTL Section 466-a: Volunteer Firefighters and Ambulance Workers

Exemption codes	
Section	Code
466-a	4163 _
Year originally enacted	
Section	Year
466-a	2022

Related statutes:

None.

Summary:

If allowed by local option, the primary residence owned by an enrolled member of an incorporated volunteer fire company, fire department, or ambulance service is partially exempt from general municipal taxes and special ad valorem levies so long as the property owner has been such a member for a minimum of two to five years, depending on the policy. At further local option, the exemption may be granted for the life of an enrolled member who has accrued more than 20 years of active service. Local option to extend the exemption to the un-remarried spouse of a deceased member of a volunteer fire company or ambulance company having at least 20 years of active service is allowed, with an additional local option to extend the exemption to the un-remarried spouse of a member of a volunteer fire company or volunteer ambulance service killed in the line of duty. No exemption is allowed for special assessments. The amount of exemption is up to 10 percent of the assessed value of the property. The exemption may be granted in addition to any other exemption authorized by law.

Eligibility requirements

Ownership requirements:

Property must be owned by an enrolled and certified member of an incorporated volunteer fire company, fire department or ambulance service.

Property Location Requirements:

The property must also be located in a city, town or village that is served by the incorporated volunteer fire company, fire department, or ambulance service of which the applicant is an enrolled member.

Property use requirements:

The property must be used exclusively for residential purposes. It must also be the primary residence of the applicant. In the event that a portion of the property is not used exclusively for residential purposes, that portion is not entitled to exemption. In such cases, the assessor may apportion the assessed value and apply the exemption only to the residential portion of the property.

Certification by state or local government:

It is the responsibility of the municipality that adopts the local option exemption to establish procedures for certifying the 2-year, 5-year and/or 20-year membership requirement of the volunteer fireman or ambulance worker.

Required construction start date or other time requirement:

Applicant must be certified as an enrolled member of the incorporated volunteer fire company, fire department, or ambulance service for a minimum of two to five years, depending on local option. Additionally, if allowed by local option, applicants who have been certified as having been enrolled members of an incorporated volunteer fire company, fire department, or ambulance service for at least twenty years are eligible for a lifetime exemption, as long as the member's primary residence is located within such county. At further local option, the exemption may be continued or reinstated for the un-remarried spouse of an enrolled member killed in the line of duty who had been a member of the volunteer fire company, fire department, or volunteer ambulance service for at least five years and was receiving the exemption prior to their death. Additionally, at further local option, the exemption may be continued or reinstated for the un-remarried spouse of an enrolled member who accrued at least 20 years of active service and was receiving the exemption prior to their death.

Local option:

Yes – Each city, county, town, village, school district or fire district may choose whether or not to allow the exemption. This option must be exercised through adoption of a local law, ordinance, or resolution. In all cases, a public hearing must be held prior to adoption of the law, ordinance, or resolution. Each city, county, town, village, school district or fire district may also choose to allow a lifetime exemption to applicants who have been certified as enrolled members of an incorporated volunteer fire company, fire department, or ambulance service for at least twenty years, as long as the member's primary residence is located within such county.

Municipalities may by local law or resolution extend this exemption to the un-remarried spouse of a member of a volunteer fire company or volunteer ambulance service killed in the line of duty who had been a member of the volunteer fire company or volunteer ambulance service for at least five years, and who also had been receiving the exemption prior to his or her death.

Lastly, municipalities may by local law or resolution extend this exemption to the un-remarried spouse of a deceased member of a volunteer fire company or voluntary ambulance service who had been a member of the volunteer fire company or volunteer ambulance service for at least twenty years, and who also had been receiving the exemption prior to his or her death.

Limitation on exemption:

Limitation on exemption by amount, duration, and taxing jurisdiction				
	General municipal taxes	School district taxes	Special ad valorem levies	Special assessments
1. Amount	Up to 10%	Up to 10%	Up to 10%	No exemption allowed
2. Duration	No limit	No limit	No limit	No exemption allowed
3. Taxing Jurisdiction				
a. County or County Special Districts	Ex**	NA	Ex**	Tax
b. City	Ex**	NA	NA	Tax
c. Town or Town Special District	Ex**	NA	Ex**	Tax
d. Village	Ex**	NA	NA	Tax
e. School District	NA	Ex**	NA	NA
Ex-Exempt	Tax-Taxable	NA-Not Applicable		

*See Calculation of Exemption below.

**If allowed by local option.

Payments in lieu or taxes

None required.

Calculation of exemption

General municipal and school district taxes

General municipal taxes:

Up to 10% of assessed value.

School district taxes:

Up to 10% of assessed value.

Special ad valorem levies and special assessments

Special ad valorem levies:

Up to 10% of assessed value.

Special assessments:

No exemption allowed.

Coding of exemption on assessment roll:

Coding of exemption on assessment roll

Code Description of Alternative Codes Possible

4163_ 466-a

Assessment roll section(s):

Taxable (RPS Section 1).

Note: These codes should not be used to identify property that is exempt under any of the statutes listed under Similar Exemptions below. For coding of such property, see the Exemption Profile for the statute that applies.

Filing requirements (owner or occupant of property):

File Form 466-a-vol, *Application for Volunteer Firefighters/Ambulance Workers Exemption*

Reporting requirements (assessor):

None.

Similar exemptions

Similar exemptions	
Subject	Statute
Fire patrol and salvage corps	RPTL 468
Incorporated associations of volunteer firefighters	RPTL 464(1)

Incorporated volunteer fire companies or departments	RPTL 464(2)
Volunteer firefighters and fire companies in villages	RPTL 466
Volunteer firefighters and ambulance workers in certain counties	RPTL 466-a through 466-k

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: CHIPS Budget Adjustment

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 166-2025

DATE SUBMITTED: 11/4/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution authorizing a budget adjustment for CHIPS revenue and expenses for fiscal year 2026

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

**RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT FOR CHIPS REVENUE
AND EXPENSES FOR FISCAL YEAR 2026**

WHEREAS, the Village of Saranac Lake annually budgets both revenue and expenditure related to the Consolidated Local Street and Highway Improvement Program (CHIPS), and

WHEREAS, for Fiscal Year 2026, the Village budgeted \$250,000 in CHIPS revenue (account 001-0000-3501-0000) and an equal amount in CHIPS expenses, and

WHEREAS, the Village currently has additional state funding available to be requested from the New York State CHIPS program on a reimbursement basis, and

WHEREAS, actual and projected CHIPS-related expenses for Fiscal Year 2026 exceed the \$250,000 budgeted amount, and

WHEREAS, it is necessary to adjust the budget to accurately reflect the additional CHIPS revenue to be received and the corresponding expenditures incurred.

THEREFORE, BE IT RESOLVED, the Village Board of Trustees authorizes the Village Treasurer to increase the CHIPS revenue 001-0000-3501-0000 account and the corresponding CHIPS expense 001-5112-0200-0000 account by the amount necessary to cover the actual expenditures for Fiscal Year 2026. Said budget adjustment shall ensure both sides of the CHIPS program revenue and expense remain balanced and accurately represent the funding and costs incurred.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Budget transfer for sidewalks

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 167-2025

DATE SUBMITTED: 11/4/2025 EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution authorizing a budget transfer for sidewalk materials

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION AUTHORIZING BUDGET TRANSFER FOR SIDEWALK MATERIALS

WHEREAS, the Village of Saranac Lake Department of Public Works has completed various sidewalk projects using in-house labor, and

WHEREAS, expenditures for materials related to these projects have exceeded the available budget in the sidewalk supplies account (001-5410-0401), and

WHEREAS, due to the department not having to use out-of-house services there are sufficient funds available in the sidewalk services account (001-5410-0400) to cover the cost of the sidewalk materials, and

WHEREAS, it is necessary to transfer \$10,000 between these accounts to properly allocate expenses and maintain accurate budget records.

THEREFORE, BE IT RESOLVED, the Village Board of Trustees authorizes the Village Treasurer to transfer \$10,000 from sidewalk services 001-5410-0400 to sidewalk supplies 001-5410-0401 to cover the cost of materials for sidewalk work completed in-house. This transfer will ensure sufficient budget authority for materials expenditures and maintain the integrity of departmental budget accounts.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Park Use Wedding

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 168-2025

DATE SUBMITTED: 11/4/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Resolution approving park use application with permission to serve beer and wine for special event in Riverside Park

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 RIVERSIDE PARK
SPECIAL EVENT WITH PERMISSION TO SERVE ALCOHOL

WHEREAS, the use of Riverside Park is being requested to host a special event cocktail hour on Saturday, February 21, 2026, where alcohol will be served, 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 Trustees authorizes the use of Riverside Park for a Special Event on Saturday, February 21, 2026, with the permission to serve alcohol.



**VILLAGE OF SARANAC LAKE
EVENT/PARK USE REQUEST FORM**

Name of ~~Organization~~ ^{Individuals}: Kristen Starheim & Dakin Henderson

Contact Person: Kristen Starheim [REDACTED] [REDACTED]
Name Phone Email

Day of Event Contact Person: Katy Hosler [REDACTED] [REDACTED]
Name Phone Email

Mailing Address: [REDACTED]

Name of Event: Wedding Cocktail Hour

Park Requesting: Riverside Park

Is this a fundraising event? ☐ yes ☒ no

Date(s) of Event:	Hours:
Feb. 21, 2026	~ 3pm - 7pm

Road Closure Required: ☐ yes ☒ no **Parade Event:** ☐ yes ☒ no

If yes, locations of Road Closure/Parade: N/A

Event Description: Cocktail hour between wedding ceremony and reception, both taking place inside the Harrietstown Town Hall. Guests will gather for a group photo, mingling with beer/wine and hors d'euvres. Heat lamps and/or fire pit desired. Anticipated use will be from ~4pm to 5:30pm (add'l time for set-up/break-down included in "Hours" above).

Will there be food concessions, merchandise vendors, or food trucks?? ☒ Yes ☐ No

If yes, please describe and attach certification from Health Department for food vendors and a Village of Saranac Lake Food Truck Permit.

Beer/wine from Hex and Hop or VanBee Co. Anticipating hors d'oeuvres from Crown Point Baking but still TBD. Health dept certification & permits pending vendor selections.

- Each vendor must provide their own trash container or removal and remove after completion of the event, or every 2 days depending on the duration of the event.

Will you require electricity? ☐ Yes ☒ No Music or Voice Amplification? ☐ Yes ☒ No
If yes, for what use?

CERTIFICATION: I have read and understand the Guidelines for Event/Park Use and agree to abide by those regulations and to make every effort to assure that the public is aware and remains compliant with these guidelines to maintain a safe, orderly and enjoyable event. I understand that this application may need approval by the Board of Trustees. I further understand that failure on my part, personally or on the part of the organization that I represent, to abide by these guidelines constitute sufficient cause to stop this event and deny use of Village Facilities in the future.

Kristen Stanek

11/5/2025

SIGNATURE

DATE

OFFICE USE ONLY

Approved by	Signature
☐ Village Manager	_____
☐ Police Chief	_____
☐ Department of Public Works	_____
Rejected ☐ Reason: _____	

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: FEMA Contract Amendment

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

BILL # 169-2025

DATE SUBMITTED: 11/4/2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$0

AMOUNT
BUDGETED: \$0

APPROPRIATION
REQUIRED: \$0

SUMMARY STATEMENT

Authorize FEMA Contract Amendment

RECOMMENDED ACTION

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____



Water and Wastewater Project Updates

November 10, 2025

Village Board of Trustees,

Please let this memo serve as a project update and summary of a request of the Board of Trustees for the Village's FEMA funded portion of the wastewater project.

WASTEWATER PROJECT

FEMA Project:

As a reminder, the FEMA funded portion of the overall wastewater project consists of replacement of the sewer mains called the "Swamp Line" and the "Trunk Sewer Main". The Swamp Line consists of the sewer main running from the Community Bank Parking Lot, north across Bloomingdale Ave, behind the fire station to Cedar Street. The Trunk Sewer Main runs from the Bloomingdale Lift Station to the Coinwash Parking Lot.

The project team has completed a significant portion of the preliminary design, and we are currently waiting for an approval from FEMA to confirm their acceptance of the design recommendations. In order to keep the project moving forward and meeting 2026 deadlines, we are developing our proposal to complete the next phases of design and plan to present that along with a presentation showing the final recommendations. In the meantime, we have one additional amendment for a new set of work that is time sensitive and needs to be completed prior to winter setting in.

As part of the preliminary design review, it was discovered that at least one property neighboring the Swamp Line has documented soil contamination. The attached proposal contains additional information regarding this contamination. Portions of the Swamp Line are located downgradient from the known contamination. We are concerned that these contaminants have moved through the groundwater into the area that needs to be excavated to replace the Swamp Line. One of the parcels, which is owned by the Village, where the Swamp Line is located is a parcel that is located adjacent and behind the fire station.

We are proposing to test this site to determine if contamination is found which must be remediated during the project. The testing involves drilling 1-3 test holes to recover soils and perform laboratory analysis on these soils. If contamination is found, a remediation plan can be developed, along with cost estimates for the remediation.

Dealing with contaminated sites is not uncommon in this type of project, however, we want the Village Board to be aware of a few potential issues:

1. **Cost:** Remediation costs may be expensive but can only be estimated once the testing is complete and the level of contamination is known.
2. **Reimbursement:** FEMA may not reimburse the costs of the remediation; however, NYSEFC should cover these costs. The cost of remediation would take away budget from other potential projects.
3. **NYSEFC** will only cover the cost of remediation necessary to complete the actual project. **NYSDEC** or future projects may require additional remediation that would be the responsibility of Village.



4. We chose the Village parcel for testing as it is the only property that the Village currently owns in the area of concern. It is highly possible that contamination may extend onto other properties where the sewer main is located. This testing cannot be performed until easements are obtained for the sewer mains. Likely there will be additional costs for testing and potentially for additional remediation. This will be determined as the project moves forward.

Despite the concerns, we recommend moving forward with testing. We have reviewed all other potential options for the sewer main, and the replacement of the sewer main in-kind is the most feasible. The Village does own this one property and this issue, if not addressed now, would likely need to be addressed at some point in the future.

We appreciate the Board's patience with these amendments as we work through the design of this complicated project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Swart', followed by the letters 'PE'.

Gregory Swart, Senior Engineer



Suozzo, Doty & Associates

PROFESSIONAL ENGINEERING, PLLC

Bolton Landing Office
4607 Lake Shore Drive, Bolton Landing, NY 12814
(518) 240-6293
www.sdapllc.com

November 10, 2025

Bachana Tsiklauri
Village Manager
39 Main Street, Suite 9
Saranac Lake, NY 12983
Delivered via email only: manager@saranaclake.gov

**RE: Village of Saranac Lake Collection System: FEMA Funded –
Professional Services Modification Proposal #3
SDA Project #24-130**

Dear Mr. Tsiklauri,

Suozzo, Doty & Associates Professional Engineering, PLLC (SDA) thanks you for the opportunity to submit this professional services modification proposal for your consideration. This proposal is for the FEMA funded collection system improvements portion of the Village's overall WPCP and collection system capital project. This proposal also adds Task 07 – Limited Soil and Groundwater Sampling to determine if contamination exists on the Village's property (Tax Map I.D. 447.69-1-14) next to 100 Broadway, which is part of the Swamp Line collection system project.

Please see below for specific details regarding this professional services modification proposal:

SCOPE OF SERVICES

Task 07 – Limited Soil and Groundwater Sampling

During the 10% design phase of the project, SDA reviewed several options for repair/replacement of the Swamp Main. The recommended alternative for the portion of the sewer main from MH W8-2 to W8-7 is to replace the main in generally in-kind. The proposed average depth of the sewer main is approximately 10 feet below grade (fbg). During the 10% design due diligence environmental database reviews, it was found that a portion of the sewer main proposed for replacement runs through the Saranac Lofts Brownfields Site (DEC Database #C517015) located at 120 Broadway. Contaminated soils at this site have been reported as a result of historic auto repair activities and a release of gasoline from an underground storage tank (UST). Volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), and metals were detected in soils above restricted-residential use soils cleanup objectives (RRU SCOs). One (1) exceedance of the New York State Department of Environmental Conservation (NYSDEC) soil cleanup guidance value for Per- and polyfluoroalkyl substances (PFAS) was also reported. VOCs and semi volatile organic compounds (SVOCs) were also detected in groundwater at the site above groundwater standards. In addition, groundwater at the site also contained detectable concentrations of metals and PFAS.

Given that replacement of the sanitary sewer involves the potential to encounter contaminated soil and/or groundwater, SDA proposes to subcontract to Trilon Services NY to advance up to three (3) soil borings, install one (1) permanent groundwater monitoring well, and collect representative samples for laboratory analysis to provide an understanding of management options for soils and groundwater.

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Women-Owned
Business Enterprise

Specifically, the work by Trilon Services NY involves:

Soil Sampling Activities and Monitoring Well Installation

Utilize a drilling subcontractor (Cascade) to mobilize a drill rig to the Site for the purpose of collecting representative samples for laboratory analyses. For the purposes of this proposal, we have assumed one (1) day of drilling activities will be required. Soil sampling activities are summarized as follows:

- Ensure the drilling contractor (Cascade) will contact UDig NY® prior to boring advancement.
- Mobilize a drilling contractor (Cascade) to the Site for up to one (1) field day.
- Advance up to three (3) soil borings using a Geoprobe® direct push drill rig up to a maximum of 10 fbg to evaluate the hydrogeological characteristics of the subsurface soils at the Site, collect soil samples, and facilitate the installation of one (1) permanent groundwater monitoring well at the proposed sewer pump station. Borings will be advanced to a maximum of 10 fbg, or until refusal, whichever is encountered first.
- If the presence of groundwater is confirmed, the boring will advance to a depth suitable for monitoring well installation. For the purposes of this proposal, a well installation depth of up to 10 fbg has been estimated. However, if groundwater is not encountered within 10 fbg and/or at a depth greater than what is achievable by Geoprobe/direct-push drilling, an alternative drilling approach can be provided under a separate proposal.
- During boring advancement, recovered soil will be characterized in the field. Soil will be field screened for total organic vapors (TOVs) using a photoionization detector (PID). Soil will be classified and documented for physical characteristics and evidence of potential impact (color, odor, moisture content, gradation, presence of anthropogenic fill materials).
- One (1) soil sample will be collected from each of the three (3) soil borings. Sample collection depths and quantities will be adjusted in the field at the direction of a supervising geologist depending on what depth groundwater is encountered and the subsurface geological conditions.
- One (1) boring will be completed as a shallow (i.e., soil zone) monitoring well, to evaluate groundwater/water table conditions.
 - The monitoring well will be constructed of two-inch diameter schedule 40 polyvinyl chloride (PVC), a 5-foot well screen flush-threaded to a two-inch diameter schedule 40 PVC riser pipe, completed with a flush-mounted road box cover. The screen slot size will be 0.01 inches, or 10- slot size. The well screen will be installed to span the water table in overburden aquifer materials and at a depth suitable for groundwater analytical sample collection. Filter sand pack will be installed to no less than one (1) foot above the top of the well screen. The monitoring well will have a bentonite seal (typical three (3) foot thickness) that hydrates for at least 30 minutes. The well will be grouted to the ground surface, or bentonite chips may be used to fill annular borehole space above the seal at the approval of the supervising geologist.
- The water level will be measured in the completed monitoring well using an oil/water interface probe to determine the presence of measurable NAPL at the water table.

- Soil cuttings from borings and other investigation derived waste will be returned to the boring location or stored in a 55-gallon drum onsite pending receipt of analytical results that will inform proper handling and disposal.
- Within 24 hours of installation, the monitoring well will be developed (purged to remove fine particles, reduce turbidity, ensure hydraulic connection to the aquifer, and facilitate groundwater sampling) and the relative elevation will be surveyed using a handheld GPS unit.
 - All excess purge water generated from well development will be stored in a 55-gallon drum onsite pending receipt of analytical results that will inform proper handling and disposal.
- Coordination with the Village of Saranac Lake, contractor(s), and analytical laboratory.

Submit up to three (3) soil samples for laboratory analysis under standard turnaround time to a New York-certified laboratory for the following chemical parameters:

- VOCs by United States Environmental Protection Agency (USEPA) Method 8260C, standard target list. *Note one (1) trip blank will be analyzed for VOCs;*
- SVOCs, laboratory standard list by USEPA Method 8270D;
- RCRA 8 Metals (arsenic, barium, cadmium, chromium, lead, mercury, selenium, silver) by USEPA Method 6010/7471;
- Toxicity Characteristic Leaching Procedure (TCLP) for metals and/or SVOCs if total result exceeds 20 times rule;
- Ignitability by USEPA 1030;
- Reactivity by USEPA 846 Chap7.3;
- Paint Filter SW 9095;
- PFAS by USEPA Method 537.1;
- TPH-Diesel Range Organics by USEPA Method 8015D.

If evidence of soil impact (e.g., PID response indicative of petroleum or volatile compound impact) is identified, additional soil samples may be collected and held for additional laboratory analysis. If additional characterization analyses are warranted, these can be provided under a separate cover.

Groundwater Sampling

Provide groundwater sampling services from the newly installed monitoring well, including the following:

- Collect one (1) groundwater sample in a separate mobilization following the monitoring well installation development activities described above. Sampling activities will be completed in one (1) day. Samples will be collected using low flow methods (parameter stabilization). All excess groundwater generated from sampling will be stored in a 55-gallon drum onsite pending receipt of analytical results that will inform proper handling and disposal. One (1) field blank sample will be submitted with the collected groundwater sample for quality control quality assurance purposes. The following analytical parameters are proposed for groundwater samples:
 - VOCs by USEPA Method 8260, standard target list. *Note one (1) trip blank will be analyzed for VOCs;*
 - SVOCs, laboratory standard list by USEPA Method 8270C;

- RCRA 8 Metals (arsenic, barium, cadmium, chromium, lead, mercury, selenium, silver) by
- USEPA Method 610/7471;
- PFAS by USEPA Method 537.1;
- TPH-Diesel Range Organics by USEPA Method 8015D.

Soil and Groundwater Data Summary Documents

Following completion of Site investigation activities, Trilon Services NY will prepare summary documents including a data table, site plan depicting sampling locations, laboratory report(s), and a cover letter. Data shall be compared to the following:

- Division of Environmental Remediation (DER) Commissioner's Policy (CP-)-51, Soil Cleanup Guidance Policy
- NYSDEC Technical Guidance for Site Investigation and Remediation (DER-10 Chapter 6)

Provide overview of regulatory obligations and a recommended course of action should the analytical results trigger NYSDEC notification thresholds. Additional response actions in accordance with NYSDEC requirements can be provided under a separate proposal.

Please note that, due to limited time and legal property access, this testing will be limited to Village owned property and/or property that the Village has legal access to. Additional testing may be required along the length of the sewer main once legal access is obtained. The cost to provide the testing and analysis can be provided in a separate proposal.

ASSUMPTIONS/LIMITATIONS

The following are excluded from this proposal:

- Subcontracting any additional utility location services.
- Disposal of contaminated soils and/or groundwater.
- Design or implementation of remediation activities.
- Submissions to NYSDEC other than assistance with formal notifications.

Due to the specialized nature of this work, the following additional assumptions are included:

- **Subsurface Investigations:** The Village recognizes that special risks occur whenever engineering or related disciplines are applied to identify subsurface conditions. Even a comprehensive sampling and testing program, implemented with appropriate equipment and experienced personnel under the direction of a trained professional which functions in accordance with a professional standard of practice may fail to detect certain hidden conditions. The passage of time also must be considered, and Village recognizes that due to Natural occurrences or direct or indirect human intervention at the Site or a distance from it, actual conditions may quickly change. In no event shall SDA be liable to Village, or any other person or entity, for any delays and/or costs associated with any hidden, unforeseen, or differing site or subsurface conditions. Any liability for such costs or delays shall be allocated to and remain the sole responsibility of Village. SDA shall not be liable for such alteration or damage or for damage to, or interference with any subterranean structure, pipe, tank, cable, or other element condition whose nature and location are not called to SDA's attention in writing before exploration commences.

- Hazardous Materials Testing:** The Village recognizes that special risks occur whenever engineering or related disciplines are applied to the testing of hazardous materials which typically require invasive or destructive testing. Even if properly implemented with appropriate equipment and experienced personnel under the direction of a trained professional who renders services in accordance with the professional standard of care, damage may occur to the area subject to the testing including, but not limited to, invasive or destructive sampling methods. In no event shall SDA be liable to Village, or any other person or entity, for any damage caused to any real or personal property during the course of such invasive or destructive sampling methods as set forth in this request. Any liability for such damages shall be allocated to and remain the sole responsibility of Village. In the event a claim is asserted against SDA alleging damages arising from its services under this request, the Village shall defend and indemnify SDA with respect to any such claims or resulting damages.

PROFESSIONAL SERVICES FEE AND COMPENSATION

SDA will perform the above-listed professional services in accordance with the fees and schedule depicted in the Professional Services Fee Schedule. Lump sum tasks will be billed monthly commensurate with work completed to date. Time and material tasks will be completed on a time and materials basis which will be billed in accordance with our discounted rate schedule in effect at the time of service. The budgets for Time and Materials tasks are estimates only, SDA will attempt to complete the tasks within the subject budgets, but an additional budget may be required to complete the noted services. SDA will not exceed any budget without prior authorization from you.

Any direct expenses we incur (mileage, overnight mailings, document reproduction, etc.) will be billed under existing Task RE00.

Please note that the level of effort and therefore the amount of fee needed for each individual task is currently unknown, as such SDA reserves the right to use any available task budget to advance the services requested under this proposal.

Invoices will be submitted to the Client on a monthly basis. Payment shall be made to Suozzo, Doty & Associates Professional Engineering, PLLC within 30 calendar days of the date of invoice. A 1.5% finance charge will be applied to any invoice unpaid within 30 days. Checks shall be forwarded to Suozzo, Doty & Associates Professional Engineering, PLLC, 4607 Lake Shore Drive, P.O. Box 653, Bolton Landing, NY 12814.

Professional Services Fee Schedule

Task	Lump Sum	T&M Estimate¹	Subconsultant Fee Estimate²	Schedule
Task 07 Limited Soil & Groundwater Sampling	\$3,000	---	(Trilon) - \$35,000	November 2025 - December 2025
	\$3,000	\$0	\$35,000	
Total		\$38,000		

¹Time and Materials tasks are estimates only, SDA will attempt to complete the tasks within the subject budgets, but an additional budget may be required to complete the noted services. SDA will not exceed any budget without prior authorization from you.

²Subconsultant fees include 15% markup for SDA's administrative efforts. The subconsultant fees will be billed on time and materials basis.



CLOSING AND AGREEMENT

We thank you for this opportunity to continue working with the Village! If you find this proposal acceptable, please execute where indicated below. This professional services modification agreement serves as an extension of our existing agreement with the Village for this project. If you have any questions or if you need additional information, please feel free to contact us directly at 518-240-6293. Thank you!

Sincerely,

Gregory Swart, PE, Project Manager

Richard Adams, PE, Collection Lead Engineer

cc: File

Authorized signature indicates acceptance of this professional services modification proposal described herein:

Authorized Representative

Date

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Hire Water Wastewater Operator Trainee

Date: 11/10/2025

DEPT OF ORIGIN: Village Manager

Bill # 170-2025

DATE SUBMITTED: 11/6/2025

EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED:

AMOUNT
BUDGETED:

APPROPRIATION
REQUIRED:

Resolution to authorize the Village Manager to hire James Luciano as Water and Wastewater Operator Trainee

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS _____

TRUSTEE BRUNETTE _____

TRUSTEE RYAN _____

TRUSTEE SCOLLIN _____

TRUSTEE WHITE _____

RESOLUTION TO AUTHORIZE THE VILLAGE MANAGER TO HIRE JAMES LUCIANO
AS A WATER AND WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

WHEREAS, the Village is committed to maintaining a full staff and,

WHEREAS, the Village of Saranac Lake is authorized to work through Franklin County Civil Service, and,

WHEREAS, the application of James Luciano has been approved by Franklin County Personnel and,

WHEREAS, the hire is provisional to the successful passing of the Franklin County Civil Service Exam, and,

WHEREAS, this position is a member of the teamsters union and will begin with all the benefits of a starting union member.

THEREFORE, BE IT RESOLVED, the Village of Board of Trustees authorizes the Village Manager to hire James Luciano as Water and Wastewater Treatment Plant Operator Trainee within the Department of Public Works.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Rail Trail Signage

Date: 11-10-2025

DEPT OF ORIGIN: Trustee White

Bill # 149-2025

DATE SUBMITTED: 10-9-2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED:

AMOUNT
BUDGETED:

APPROPRIATION
REQUIRED:

SUMMARY STATEMENT:

Resolution to approve design for temporary rail trail signage

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS

TRUSTEE RYAN

TRUSTEE WHITE

TRUSTEE SCOLLIN

TRUSTEE BRUNETTE

VILLAGE OF SARANAC LAKE

BOARD OF TRUSTEES RESOLUTION

Approval of Temporary Rail Trail Sign Design

WHEREAS, the Village of Saranac Lake is a key partner in the Adirondack Rail Trail project, which provides a multi-use recreational trail connecting Saranac Lake to surrounding communities; and

WHEREAS, the installation of temporary way-finding and informational signage along the Rail Trail within the Village limits is necessary to help residents and visitors safely navigate and understand trail access points during the initial operational phase; and

WHEREAS, the Parks and Trails Advisory Board, in coordination with neighboring communities, and facilitated by partner agencies have developed a proposed design for the temporary Rail Trail signs to ensure consistency, visibility, and alignment with both Adirondack Rail Trail branding and Village design standards; and

WHEREAS, the proposed signage will include directional markers, and informational panels placed at key entry points and crossings;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Saranac Lake hereby approves the design of the temporary Rail Trail signs as presented.

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: Cannabis Sales Tax Funds Grant Program

Date: 11-10-2025

DEPT OF ORIGIN: Trustee Brunette

Bill # 150-2025

DATE SUBMITTED: 10-9-2025

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED:

AMOUNT
BUDGETED:

APPROPRIATION
REQUIRED:

SUMMARY STATEMENT:

Resolution to authorize the creation of cannabis sales taxation funds grant program

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR WILLIAMS

TRUSTEE RYAN

TRUSTEE WHITE

TRUSTEE SCOLLIN

TRUSTEE BRUNETTE

Resolution Authorizing the Creation of the Village of Saranac Lake

Cannabis Sales Taxation Funds Grant Program

WHEREAS, the State of New York, through the Marijuana Regulation & Taxation Act of 2021, legalized adult-use cannabis and established an excise tax on cannabis sales, a portion of which (4% local tax) is distributed to local governments for community benefit (with 75% of the local tax revenue allocated to the municipalities where the sales occur); and

WHEREAS, the Village of Saranac Lake anticipates receiving revenue from cannabis sales within its jurisdiction as its share of this local cannabis excise tax, and the Village Board of Trustees wishes to utilize these funds in a manner that directly benefits the residents of the Village; and

WHEREAS, the Village is committed to managing public funds with transparency and accountability, ensuring that the allocation of cannabis tax revenue is done through a fair and accessible process that maximizes local benefits; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Saranac Lake as follows:

1. **Establishment of Program:** The Village of Saranac Lake hereby establishes the Cannabis Sales Taxation Funds Grant Program (hereinafter "the Program") to reinvest a portion of local cannabis sales tax revenues into the community. The Program's purpose is to fund eligible projects and initiatives that benefit the residents of the Village.
2. **Funding Priorities:** The Program shall prioritize funding projects in the following categories: Youth Programs, Support for Seniors, Recreational Opportunities. All grant proposals must demonstrate alignment with at least one of these priority areas.
3. **Administration:** The Program will be administered by the Village Manager (or their designee). The Village Office is responsible for managing the intake of grant applications, ensuring applications are complete, and performing an initial review of each proposal's alignment with the Program's priorities and guidelines.
4. **Grant Application Process:** Applications shall be accepted on a rolling basis throughout the year, allowing for timely opportunities as needs arise. The Village Manager shall develop and make available a standard application form that outlines the required information (including project description, objectives, target audience, budget details, and expected outcomes) to be submitted by applicants. Completed applications are to be submitted to the Village Office, which will log each application and perform the initial review as described above.
5. **Eligibility and Use of Funds:** Eligible applicants are limited to non-profit organizations or those with an eligible non-profit fiscal sponsor, consistent with Village policy and state law. Grant funds must be used for purposes consistent with the submitted application and Program guidelines. Funds shall not be used to pay for salaries or wages of staff, and shall not be applied to costs of projects already completed prior to approval (no retroactive funding). Any expenditure of grant funds must comply with all applicable laws and regulations. The Village reserves the right to require documentation of expenses and to audit the use of grant funds for compliance.

6. **Funding Limits:** The maximum grant award per project shall be \$5,000. This cap is established to distribute funds broadly and encourage additional investment by project sponsors. The Village Board may, in exceptional cases, consider exceeding the \$5,000 cap for a project that has significant merit and matching support, but any such decision is at the discretion of the Board on a case-by-case basis.
7. **Approval of Grants:** All grant awards must be approved by a majority vote of the Village Board of Trustees at a duly convened public meeting. After the Village Manager's initial review, applications deemed eligible and appropriate will be forwarded with recommendations to the Village Board. The Board will review each recommended application in light of the Program's goals and the Village's budget availability. Approval will be recorded via resolution.
8. **Disbursement of Funds:** Upon approval of a grant by the Board, the Village Treasurer, in coordination with the Village Manager, is authorized to disburse funds to the grantee up to the approved award amount. All disbursements will follow standard Village financial procedures and controls.
9. **Reporting and Oversight:** Grantees are required to provide a final report to the Village detailing the use of funds and project outcomes. The Board of Trustees directs the Village Manager to include a summary of the Program's grants and outcomes in an annual report to the Board and public, to ensure transparency and allow the Board to evaluate the Program's impact. Failure of a grantee to fulfill reporting obligations or to use funds properly may result in the Board taking appropriate action, including requiring reimbursement of funds or disqualifying the organization from future grants.
10. **Effective Date:** This resolution shall take effect _____. The Program is authorized to commence upon adoption of this resolution, and the Village Clerk may begin accepting applications forthwith. The provisions of this Program shall be incorporated into Village administrative procedures, and notice of the Program's availability shall be made to the public (including posting on the Village website and outreach to local organizations).

November 3, 2025

Village Board
Village of Saranac Lake
39 Main Street, Suite 9
Saranac Lake, New York 12983-1733

**SUBJECT: VILLAGE OF SARANAC LAKE PUBLIC SAFETY BUILDING PROJECT
OCTOBER UPDATE**

Village of Saranac Lake Board Members,

Please find the project monthly update for October 2025. We continue to make progress on the various aspects of the project including design and engineering of the building and site, considerations for the wetland buffer, and ultimately confirming total project scope to begin the SEQR process.

The following tasks were worked on during the month of October;

1. The Building Committee met on the following dates:

- a. October 10th
- b. October 24th
- c. October 31st

***Meeting Agendas are attached.**

2. USDA ENVIRONMENTAL REPORT: We continue to develop the USDA environmental report package with their input and address their additional requirements as follows:

- a. **APA CONCURRENCE (USDA REQUIRED):** The design team is working to limit any work or disturbance in the 100' wetland buffer. APA outreach is currently on hold as the site plan is being developed.
- b. **SHPO (USDA REQUIRED):** The next SHPO submission will include information regarding the exterior of the building which is currently under design with our architectural and engineering teams.
- c. **THPO (USDA REQUIRED):** Wendel completed the required Tribal Notifications and no comments were received.



3. **CONCEPTUAL FLOOR PLANS:** Our team presented the code compliance options to the AHJ on October 9th and based on subsequent conversations was able to get concurrence with the AHJ regarding Wendel's interpretation of the Building Code and layout of the facility. The design team is continuing to refine the floor plan layout to confirm circulation within the facility and coordinate the site plan design. Our team will meet with reach group in the beginning of November to confirm the layout of their spaces and then begin to design the exterior wall systems.
4. **EXISTING STRUCTURAL ASSESSMENT:** Based on the outcome of the code interpretation with the AHJ and feedback from the contractor meetings in September, our team was able to select the least intrusive structural upgrade option. The Geotechnical work (see below) will need to be completed prior to concluding the structural design parameters and therefore finalizing the cost estimate and presenting to the Building Committee and Village Board before completion of the Schematic Design package.
5. **GEOTECHNICAL:** Colliers completed their initial field work. Colliers' preliminary findings were reviewed with our team in October. Colliers is experiencing delays in obtaining equipment to complete the final testing. It is anticipated that the report will be completed in November. As mentioned above, this geotechnical investigation and report is required for Wendel to finalize the structural design parameters.
6. **GRANT FUNDING SUPPORT:** No update in October.
7. **SEQR:** As mentioned in previous months, some of the items that USDA is requesting go hand in hand with SEQR requirements. The USDA Environmental Report is not SEQR but is required to finalize agreements on the grant that the Village was awarded. The SEQR process will begin as soon as the Schematic Design Package is finalized. The items outlined above will need to come to a conclusion prior to completion of the Schematic Design Package, and therefore the SEQR process.

8. **UPCOMING MEETINGS:**

BUILDING COMMITTEE

- *Floor Plan Meetings – 11/6/25, 8:00am – 10:00am*
- *Building Exterior & Floor Plan Update – 11/14/25*
- *Mechanical/Plumbing/Fire Protection Systems Goals – 11/21/25*
- *Electrical Systems Goals – 11/24/25*



In conclusion, we continue to make progress on the plans and progress the due diligence on each of these complicated issues. As mentioned in previous updates, we continue to take this in a step-by-step process ensuring that we overcome hurdles as they come up in lieu of pushing forward without the critical answers, all along keeping the Villages best interests and funding at mind.

We look forward to continuing to work through each of these project components. Should you have any questions, please let Bachana know, and we can address those as they come up.

Sincerely,

A handwritten signature in black ink, appearing to read "Robt Krzyzanowski".

Robert W Krzyzanowski
Director of Emergency Services and CSL
Senior Associate Principal

A handwritten signature in blue ink, appearing to read "Kaitlin Chmura".

Kaitlin Chmura
Project Manager

Attachments:

Building Committee Meeting Agendas: 10/10/25, 10/24/25, 10/31/25



**Five Bugles
Design.**



**Mitchell Associates
Architects**

Wendel's award winning public safety design team

Building Committee Meeting Agenda

Date: October 10th, 2025 @ 8:00amEST

Subject: Village of Saranac Lake Public Safety Building

Location: Saranac Vol. Fire Dept & Zoom

Project Location: 33 Petrova Avenue, Saranac Lake, New York 12983

TOPICS:

1. Update on Consultant Contracts

- a. Geotechnical – Colliers
- b. Phase 1 ESA – KAS
- c. Wetlands Consultant

2. Site Plan Review

- a. Need to confirm required parking spaces per department
 - i. EMS
 - ii. Fire
 - iii. Police

3. Floor Plan Review

- a. Concept Plan dated 8/25/25
- b. Code Review Overview & Structural Implications
- c. AHJ / Code Enforcement Meeting Update

4. USDA Report Update

5. Upcoming Meetings

- a. AHJ / Code Enforcement Meeting – 10/09/25
- b. Village Board Update – TBD (end of October)
- c. Public Information Session – TBD



**Five Bugles
Design.**



**Mitchell Associates
Architects**

Wendel's award winning public safety design team

Building Committee Meeting Agenda

Date: October 24th, 2025 @ 8:00amEST

Subject: Village of Saranac Lake Public Safety Building

Location: Saranac Vol. Fire Dept & Zoom

Project Location: 33 Petrova Avenue, Saranac Lake, New York 12983

TOPICS:

1. Update on Consultants

- a. Geotechnical – Colliers
- b. Wetlands Consultant – Dan Spada

2. Site Plan

- a. Design team is working through the changes related to the driveway and wetland buffer, site demolition, building elevations, and other site related items
- b. Revised draft site plan is expected to be reviewed with Committee at the next Committee Meeting

3. Floor Plan Review

- a. AHJ / Code Enforcement Meeting Update – design is moving forward with Option 1 as presented
- b. Design team is working through the floor plan modifications based on revised building elevations, structural upgrades and columns, and review of accessibility and exiting.
- c. Wendel to provide overview of floor plan to new committee members.
- d. Revised draft floor plan is expected to be reviewed with Committee at the next Committee Meeting
 - i. Subsequent meetings to be held with each group to finalize

4. Upcoming Meetings

- a. Committee Meetings – Fridays @ 8:00amEST.
 - i. Schematic Site Plan – 10/31/25
 - ii. Floor Plan Meeting – week of 11/3/25
 - iii. Building Exterior – 11/14/25
- b. Village Board Update – TBD
- c. Public Information Session – TBD



**Five Bugles
Design.**



**Mitchell Associates
Architects**

Wendel's award winning public safety design team

Building Committee Meeting Agenda

Date: October 31st, 2025 @ 8:00amEST
Subject: Village of Saranac Lake Public Safety Building
Location: Saranac Vol. Fire Dept & Zoom
Project Location: 33 Petrova Avenue, Saranac Lake, New York 12983

TOPICS:

1. Update on Consultants

- a. Geotechnical – Colliers
- b. Wetlands Consultant – Dan Spada

2. Site Plan

- a. Review of Draft Site Demolition Plan
- b. Review of Draft Site Plan
- c. Review of site constraints and challenges

3. Floor Plan Review – N/A

4. Upcoming Meetings

- a. Committee Meetings – Fridays @ 8:00amEST;

****No Meeting Friday, 11/7****

- i. Floor Plan Meetings – 11/6, 8:00am – 10:00am
 - ii. Building Exterior & Floor Plan Update – 11/14/25
 - iii. Mechanical/Plumbing/Fire Protection Systems Goals – 11/21/25
 - iv. Electrical Systems Goals – 11/24/25
- b. Village Board Update – TBD
- c. Public Information Session – TBD