

August 9, 2025

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

SUBJECT: CONCEPTUAL PUBLIC SAFETY BUILDING UPDATE – SARANAC LAKE

Village of Saranac Lake Board Members,

Please find the attached project monthly update that we have been providing for a few months now. I have moved this to a letter format to allow for a more formal process and for documentation purposes. We continue to make progress on the various aspects of design, but we continue to stay conceptual at this stage as we work through various tasks on the USDA Environmental Report, the existing buildings structural assessment and ultimately confirming total project feasibility to begin the SEQR process.

The following tasks were worked on this last month of July.

1. No meetings with the Building Committee were held. This is largely due to working through the various items below.
2. **USDA ENVIROMENTAL REPORT:** We continue to develop the USDA environmental report package with their input and address their additional requirements as follows:
 - a. **PHASE 1 ESA (USDA REQUIRED):** We solicited proposals from consultants to complete Phase 1 Environmental Site Assessment and mold testing of the existing building. Letter of Recommendation was provided on 8/7 for your review and approval. Once the Village executes the contract for the assessment, Wendel will coordinate with the consultant to get the work underway. This work is required by the USDA.
 - b. **APA CONCURRENCE (USDA REQUIRED):** Our Civil engineers are developing a conceptual site plan and coordinating site specific design items with the Architectural team. The conceptual plan will be presented to the building committee in the next few weeks for review and comments. Adjustments will be made to the site plan and that conceptual site plan will be the basis for the outreach to APA. It is anticipated that a draft site plan will be circulated within the next 2-3 weeks for building committee review.



- c. **SHPO (USDA REQUIRED):** Per the USDA process, our team submitted the conceptual plans to SHPO for concurrence. Our team received comments and a request for additional information from SPHO. We are gathering the information and expect to submit the supplemental information within the next 2 weeks for their review.
 - d. **THPO (USDA REQUIRED):** USDA requires a Tribal Notification to be sent to nearby Native American Tribes to inform them of the project. This letter will be sent in the week of 8/11. Tribes have 30 days to respond and provide comments.
- 3. **CONCEPTUAL FLOOR PLANS:** Our team is completing a comprehensive code review of the current conceptual plan before completing it to the Schematic Design Level for building committee and village board presentation. Conceptual plans have been uploaded to SHPO and THPO to describe the overall project conceptually and overall intent, they are not to be considered final. Adjustments will continue as we work through the process of various approvals and react to various requirements/comments from reviewing agencies.
- 4. **EXISTING STRUCTURAL ASSESSMENT:** Our team is continuing to define the impacts of the new/design and additions on the structural systems of the existing building, of which is considered a critical issue and has delayed progress in other areas. Various options have been created as well as beginning to reach out to regional contractors to garner input on the constructability of options for reinforcement of the existing building and cost estimates. The Geotechnical work (see below) will need to be completed prior to concluding the structural design parameters and therefore providing options and costing to the Building Committee and Village Board before completion of the Schematic Design package.
- 5. **GEOTECHNICAL:** We solicited proposals for Geotechnical Services from five different firms. The Letter of Recommendation is anticipated to be sent to the Village on or before 8/12. As noted in the Letter of Recommendation, upon receipt of a notice to proceed from the Village, the consultant can mobilize within 3-4 weeks. Once the Village executes the contract for the assessment, Wendel will coordinate with consultant to get the work underway.
- 6. **GRANT FUNDING SUPPORT:** On 8/6 Wendel provided conceptual floor plans, conceptual site plans, and the opinion of probable cost to support the Village's application to the ESD's Achieve Grant in partnership with ESD's North Country Regional Office. These plans and costing continue to be conceptual in nature and adjustments to the plan will continue to occur as we meet with various agencies requesting approvals.
- 5. **SEQR:** You will notice that 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, and project feasibility is recognized.

6. UPCOMING MEETINGS:

- a. ***Village of Saranac Code Enforcement*** (in person) --> TBD (goal is to meet prior to Labor Day)
- b. ***Building Committee meeting on Conceptual Site Plan*** --> 3 to 4 weeks
- c. ***APA concurrence meeting*** --> TBD (after Building Committee accepts Site plan)

In conclusion, we continue to make progress on the plans, however USDA requests and structural assessments have slowed us down considerably. As I have 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 working through August and providing another update in September. Should you have any questions, please let Bachana know, and we can address those as they come up.

Thank you,

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

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