

September 5, 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 – AUGUST UPDATE

Village of Saranac Lake Board Members,

Please find the project monthly update for August 2025. 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 during the month of August;

1. No meetings with the Building Committee were held in August, but there was a Building Committee held on September 3<sup>rd</sup>.
2. **USDA ENVIRONMENTAL 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):** The Village approved and executed the contract with KAS for Phase 1 Environmental Site Assessment. Wendel is coordinating with the consultant to get the work underway.
  - b. **APA CONCURRENCE (USDA REQUIRED):** The draft concept site plan was presented to the Building Committee on September 3<sup>rd</sup>. It is anticipated that the Building Committee will provide comments on the draft concept site plan within the next 2-3 weeks. Adjustments will be made based on comments received and the draft concept site plan will be the basis for the outreach to APA.
  - 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 in the coming weeks to continue the process.
  - 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 was sent on August 21<sup>st</sup>. Tribes have 30 days to respond and provide comments.

3. **CONCEPTUAL FLOOR PLANS:** Our team completed an initial comprehensive code review of the current conceptual plan. Our team developed options for code compliance based on the new proposed uses and presented an overview of the options to the Building Committee on September 3<sup>rd</sup>. It is anticipated that a presentation to the AHJ will take place in September. The intent of the presentation is to get concurrence with the AHJ regarding Wendel's interpretation of the Building Code and layout of the facility. The draft floor plans uploaded to SHPO and THPO are to describe the overall project conceptually and the intent of the project. The concept floor plans are not 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 continues 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. Various options have been created. Wendel engaged with a general contractor to garner input on the constructability of the options for reinforcement of the existing building and cost estimates. Wendel will be on site with the general contractor on September 9<sup>th</sup> to review the project. It is anticipated to receive the general contractors' constructability input and costing information in September. 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:** The Village approved and executed the contract with Colliers for Geotechnical Services. Wendel is coordinating with the consultant to get the work underway, and it is expected to be completed within the next 3-4 weeks. As mentioned above, this geotechnical investigation and report is required for Wendel to finalize the structural design parameters.
6. **GRANT FUNDING SUPPORT:** On 8/6 Wendel provided conceptual floor plans 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:** As mentioned last month, 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. The items outlined above will need to come to a conclusion prior to completion of the Schematic Design Package, and therefore the SEQR process.

6. UPCOMING MEETINGS:

- a. *Building Committee meeting on Conceptual Site Plan* → 9/3/2025
- b. *APA concurrence meeting* → TBD (after Building Committee accepts Site plan)
- c. *General Contractor Meeting on Site* → 9/9/25
- d. *Village of Saranac Code Enforcement* → TBD

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 through September. 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 "Robert 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