



DOWNTOWN ADVISORY BOARD
AGENDA September 9, 2026
8:30AM -Village Offices

1. August Monthly Report
2. Welcome Megan Gorss to DAB
3. Have you completed 2026 Annual Harassment Training?
4. Community Enhancement Fund Ideas
5. Status of Main Street (Jeremy) (Church to Pine)
6. Status of Sidewalk Replacement in front of Townhall (Jeremy)
7. Façade Grant Program
8. Community Development Update
9. Village Board Update
10. Word on the Street- Suggestions heard from Village residents/ What's Happening Around Town?
11. Ongoing Topics: Status of Woodruff Street plans

Future Meeting Topics:



**DOWNTOWN ADVISORY BOARD
MEETING MINUTES
August 12, 2026
8:30 AM - Berkeley Green**

Attendees: Jerry Michael, Rachel Karp, KT Stiles, CJ Hagmann, and Mark Coleman

Also Attending: Katrina Glynn – Village Staff

12. **July Monthly Report** - The group reviewed and approved the July report.
13. **2026 Annual Harassment Training** - Annual harassment training (online) was noted; duration reported as 45 minutes. Staff who have not completed the online module were asked to finish by the end of the month.
14. **Review submitted application for DAB membership** - There is one vacancy on DAB; one applicant, Megan Gross (Gorse), applied and briefly attended the meeting. Megan previously attended a DAB meeting ~4 months ago, lives downtown, works remotely, and is interested in urban forestry, transportation, public space, and local business support. Members were generally positive: consensus to move Megan's application forward to trustees/mayor for final approval; recommendation expected to be forwarded and a decision anticipated before the next DAB meeting.
15. **Main Street (Church to Pine)** – to be discussed at Village Board level
16. **Community Enhancement Fund Committee Select New Representatives** – Mike Aguire to step in after summer to replace Jerry.
17. **Sidewalk Replacement in front of Townhall** - Topic added to the monthly report: proposal to replace sidewalk in front of Town Hall requires coordination with Harrietstown and property ownership clarification.
Suggested route: submit the request through the village manager so she can assess and advise whether to proceed.
Next step: Village manager to confirm willingness to move forward; if agreed, pursue design and intergovernmental agreements.
18. **Community Development Update** –
EV charger rollout was paused, but a one - year contract extension was obtained; procurement will be reissued over the winter to select an EV contractor. Planned installation next summer at named locations (Berkeley Green, Lake Colby, Pisgah,

Rusty Nail, Firehouse, Dorsey). Total planned charger count referenced as about 40 across locations; contracts will be issued as separate scopes so individual sites can proceed independently.

Baldwin Park - APA jurisdictional hearing scheduled (this week) for Baldwin Park variances related to an ADA accessible kayak launch and dock/permit issues; approvals look to be moving forward. If approvals are granted next step is to finalize site plan; demolition likely deferred until spring and construction slated for next summer.

New APA building behind 1-3 Main Street presented at an informational session; multiple variances requested for the project (zero front setback, parking in front yard, retaining wall height over limit). Project must still go through site plan review and the development board; expected review could start in September once plans are finalized and public hearing notice requirements are met.

19. **Village Board Update – No Update**
20. **Word on the Street-** Suggestions heard from Village residents/ What's Happening Around Town? Several tenant and retail updates: potential new businesses (knitting shop in old Art Rise, candy shop nearing grand opening next Saturday, hardware store/hardware tenant progress), and some deals that fell through (Fiddlehead).
21. **Community events noted:** Dave Matthews Tribute Band on the Music on the Green tonight; Historic Saranac Lake open house this weekend; museum reopening referenced.
22. **Ongoing Topics: Status of Woodruff Street plans -** Woodruff Street scope split between underground utility work and surface (paving/facade) work; current shortfall for a full drop- in line adds significant cost (~\$1M extra if done differently). \$350,000 leftover DRI funds are allocated toward the project; work depends on securing one property easement (pole relocation ~2 feet). If the landowner refuses the National Grid easement, the village board must decide whether to proceed with alternative sidewalk/widening options or adjust the design; timeline aims for construction next summer to avoid losing DRI funds.
23. **Walk and Talk- Observe Street Facades along Broadway –**
Group discussed façade grant program timing and targeting downtown blocks for paint/repair grants; façade grant applications typically require identifying a block/strip of consecutive buildings and owner buy-in. Multiple property owners have been contacted historically; FCEDC (Kelly & Jeremy) usually handle grant administration. Plan: begin outreach and owner engagement in September to start building applications and avoid missing the grant window.
Members toured a local refurbishment (antique/gallery space), reviewed new shop fit-outs and discussed future window spaces and tenant fit-outs; small shop openings and pop-ups actively ongoing. Next steps for shop owners: finishing interior fit-outs and coordinating grand openings; DAB to continue informal support and publicity.

Project/Description	Point Person	Next Steps	Requests to Village	Village Feedback
Paint Dorsey and Woodruff Street Bridges	Jerry	Jerry to draft letter for Kelly to fine tune and send to Franklin County	Send letter to Franklin County requesting they allow the Village to paint the bridges like what happen on Broadway Bridge	
Main St (church and Pine)	Jeremy	Jeremy Evans speak to Village Board on the different options	Jeremy Evans speak to Village Board on the different options	
Main Street facade		Bring back up in September to get project started for a CFA grant in 2027	Suggest that the board consider this grant for next year's CFA applications	
Sidewalk replacement in front of townhall	Jeremy	Village Manager to discuss with Harrietstown working with Village on replacement	Speak to Harrietstown to confirm they will participate. Opportunity for creative design.	