



KEESEVILLE

LOCAL PLANNING COMMITTEE

MEETING #3 SUMMARY

Purpose:	Local Planning Committee (LPC) Meeting #3
Date and Time:	Thursday, August 14, 2025, 10:00 AM – 12:00 PM
Location:	Ausable Town Hall, 111 Ausable Street, Keeseville, NY
Attendees:	See Below
Agenda:	1. Welcome & Preamble 2. Project Schedule Update 3. Preliminary Projects List Discussion 4. Community Roadmap 5. Next Steps 6. Public Comment

1. Welcome & Preamble

Discussion

Daniel Madigan (MJ) welcomed the Local Planning Committee members, State Partners, and members of the public. Daniel Madigan introduced Ellen Pemrick from E.M. Pemrick. LPC Co-Chair, Tim Bresett read the Preamble aloud as follows:

PREAMBLE:

Each Local Planning Committee Member is reminded of their obligation to disclose potential conflicts of interest with respect to projects that may be discussed at today's meeting. If you have a potential conflict of interest regarding a project you believe will be discussed during the meeting, please disclose it now and recuse yourself from any discussion or vote on that project. For example, you may state that you, or a family member, have a financial interest in the project, or you are on the board of the organization proposing the project. At this time, are there any recusals that need to be noted?

Please inform the LPC co-chairs during the meeting if the need to disclose a conflict arises unexpectedly, and then recuse yourself from discussion or voting on the project.



1. Welcome & Preamble

Discussion

As we continue through the planning process, recusal forms will be required from anyone with an identified potential conflict to be kept on file with the Department of State.

Key Decisions & Outcomes

N/A

2. Project Schedule Update

Discussion

Daniel Madigan (MJ) presented the anticipated timeline for key milestones of the NY Forward Process, focusing on the month of August.

August 2025

- Preliminary Project List
- Project Sponsor Coordination
- Project Development
- Draft Project Profiles

September/October 2025

- 2nd public Engagement
- Draft Strategic Investment Plan
- Final Project Profiles

November 2025

- Final NY Forward Strategic Investment Plan

Key Decisions & Outcomes

N/A

3. Preliminary Projects List Discussion

Discussion

The consultant team provided an overview of the NYS NY Forward Goals

- Create an active downtown with a mix of uses
- Provide diverse employment opportunities for a variety of skill sets and salary levels
- Provide enhance public spaces that serve those of all ages and abilities
- Enhance downtown living and quality of life
- Create diverse housing options for all income levels
- Grow the local property tax base
- Encourage the reduction of greenhouse gas emissions

The consultant team displayed the Keeseville NY Forward Vision:



3. Preliminary Projects List Discussion

Discussion

"Nestled within the Adirondack Mountains and situated along the picturesque Ausable River, Keeseville is rooted in its legacy of timber, iron, and industry. Keeseville will be a unified downtown, bridging together its natural assets and riverside setting to shape a dynamic future. By investing in its historic character and embracing sustainable development, Keeseville will create a vibrant, inclusive, and accessible community where people choose to live, work, and explore. Through adaptive reuse and thoughtful revitalization, Keeseville will be a place of beauty, pride, and opportunity for generations to come."

Keeseville NY Forward Goals:

- **GOAL 1:** Promote a resilient, year-round local economy through a walkable, well-connected downtown that offers a variety of services, activities, and destinations.
- **GOAL 2:** Strengthen community ties and inclusivity by improving accessibility, fostering local partnerships, and offering diverse housing choices in downtown Keeseville.
- **GOAL 3:** Celebrate and preserve Keeseville's historic identity while activating cultural assets to foster community pride, social connection, and economic opportunity in the downtown core.
- **GOAL 4:** Expand recreational opportunities in downtown Keeseville by improving access, enhancing public spaces, and creating inclusive destinations for all ages to gather, play, and connect.

Eligible Project Types:

- Public Improvement Projects: Streetscape and transportation improvements, recreational trails, new and upgraded parks, plazas, public art, green infrastructure, and other public realm projects.
- New Development and/ or Rehabilitation of Existing Downtown Buildings: Development and redevelopment of real property for mixed-use, commercial, residential, not for profit, or public uses. Development / redevelopment should result in employment opportunities, housing choices or other community services.
- Small Project Grant Fund: A locally managed matching small project for small downtown projects, such as façade improvements, building renovations, business assistance, or public art.
- Branding and Marketing: Downtown branding and marketing projects that target residents, tourists, investors, developers and visitors.

Ineligible Project Types & Activities:

- Planning Activities: All NY Forward funds must be used to implement projects.
- Operations and Maintenance: Funds cannot be used for on-going or routine expenses, such as staff salaries and wages, rent, utilities, and property up-keep.
- Pre-award Costs: Reimbursement for costs incurred before the completion of the Strategic Investment Plan and the announcement of funding awards is not permitted.
- Property Acquisition: NY Forward funds cannot be used for property acquisition.
- Training and Other Program Expenses: NY Forward funds cannot be used to cover continuous costs, such as training costs and expenses related to existing programs.
- Expenses related to Existing Programs: NY Forward funds cannot supplement existing programs or replace existing resources.

3. Preliminary Projects List Discussion

Discussion

Project Match Requirements & Decarbonization

- The NY Forward program requires a minimum 25% match for private projects
- Keeseville Local Planning Committee set a preferred match for private project of at least 70%
- NY Forward program does not require a match for public or non-profit projects
- Total project cost must be a minimum of \$75,000 (except small project fund)
- New construction, building additions over 5,000 SF and some substantial renovation over 5,000 SF will be required to meet decarbonization standards

The LPC will evaluate the projects submitted through the Open Call for Projects. Using the projects received through the Open Call, the LPC will choose which of those projects are included on the final "Slate of Projects". The total NY Forward request for the Slate of Projects must be between \$6 - \$8 million. The Slate of Projects will then be submitted to the State for funding consideration and the State will select which projects are awarded NY Forward funding.

Preliminary Project List

- Call for projects launched June 12 - July 25
- Call for Projects Introduction:
 - Consultant Presentation June 12, 2025, from 12:30 to 1:00 PM
 - Q & A 1:00 – 2:30 PM
- Office Hours with DOS and Consultant Team
 - Total of 8 virtual office hour sessions
 - June 26, 2025, two afternoon and two evening sessions
 - July 15, 2025 two afternoon and two evening sessions
- All projects must have been submitted through the Open Call for Projects to be considered for NY Forward
 - Project forms and information were available on Keeseville NY Forward website: [KeesevilleNYForward.com](https://www.keesevillenynyforward.com)
- All submitted proposals are included on preliminary project list
- All proposals will be reviewed and evaluated by the LPC and the consultant team

Preliminary Project List Highlights:

- 10 Proposed Projects Received
 - 3 Public Projects
 - 5 Private Projects
- **\$ 8,421,033** in NY Forward Funds Requested
 - The consultant team emphasized that the target NY Forward Request is between \$6-8 million.
- **\$ 14,986,733** in Total Project Costs

There was LPC discussion about ensuring the accuracy of costs submitted by private project sponsors through the Open Call for Projects. The consultant team reminded the LPC that the consultant team will complete technical reviews of the project applications to ensure costs are within industry standards and align with current construction costs.

Project Components:

- Project ID



3. Preliminary Projects List Discussion

Discussion

- Sponsor
- Project Name
- Address
- Description
- Total Project Cost
- NYF Request
- % NYF Ask

The consultant team explained that project descriptions have been refined to meet NY Forward standards. They then presented the projects received.

A01: Ausable River Pedestrian Loop & Streetscape – Municipal Project

The Ausable River Pedestrian Loop & Streetscape project aims to implement cohesive and accessible streetscaping improvements along Ausable, Clinton, Mill, Front, and Main Streets. The improvements will establish a well-connected and attractive downtown that encourages exploration and supports local businesses by creating comfortable circulation for visitors, residents, and various of transportation.

- Total Cost: \$2,381,219
- NY Forward Request: \$2,381,219
- Sponsor Match: Not Required
- Decarbonization: Not Required

A02: Ausable River Park Overlook – Municipal Project

The Ausable River Park Overlook project will create a new scenic deck overlook at the site of the former Red Mill, offering a peaceful space to enjoy views of the river and connect with Keeseville's natural and historic character. The overlook will enhance accessibility, add visitor amenities, and strengthen the downtown's network of public spaces.

- Total Cost: \$1,529,953
- NY Forward Request: \$1,529,953
- Sponsor Match: Not Required
- Decarbonization: Not Required

There was LPC discussion about renaming the Ausable River Park Overlook project to Keeseville Waterfront Park. The consultant team indicated that the NY Forward program requires projects to be renamed to meet NY Forward standards, which will be completed during the planning process.

A03: Anderson Falls Park Revitalization – Municipal Project

The Anderson Falls Park Revitalization aims to transform and upgrade the park by creating an attractive, inviting and cohesive space that improves its functionality as a dynamic gathering space and enhance its views of the Ausable River. Project improvements include a small performance deck to accommodate events and programming, addressing circulation challenges and creating accessible ADA pathways to ensure safe pedestrian movement throughout the park. The improvements will formalize Anderson Falls Park and utilize its central location downtown and adjacent to the Swing Bride to create a destination along the Ausable River Pedestrian Loop.

- Total Cost: \$732,911
- NY Forward Request: \$732,911

3. Preliminary Projects List Discussion

Discussion

- Sponsor Match: Not Required
- Decarbonization: Not Required

There was LPC discussion about why decarbonization is not required for public projects. The Department of State team reminded the LPC of the definition of decarbonization and indicated there are no building improvements proposed within the public realm projects that require decarbonization methods.

B01: The Old Stone Mill Adaptive Reuse – Private Project

The project aims to transform the Old Stone Mill into a dynamic, multi-use facility that can accommodate community events with venue space and a commercial kitchen. The lower level will be a flexible space for commercial, office, or studio space. Building improvements include structural stabilization; building repairs; new mechanical, electrical and plumbing systems; buildout of the upper-floor; fit-out of the lower level; ADA access; and energy efficiency (decarbonization).

- Total Cost: \$7,000,000
- NY Forward Request: \$2,100,000
- Sponsor Match: 70%
- Decarbonization: Required
- LPC Recusals: None

B02: Anderson Falls Heritage Museum Upgrades – Non-Profit Project

This project aims to structurally improve the museum and incorporate stormwater management strategies. Project improvements include replacement of deteriorated porch, construction of a new retaining wall adjacent to the existing garage and redirect stormwater, replace existing garage, and installation of a new HVAC system.

- Total Cost: \$351,450
- NY Forward Request: \$350,750
- Sponsor Match: <1%
- Decarbonization: Not Required
- LPC Recusals: None

B03: 92 Kent Street Transformation – Private Project

This project aims to upgrade the building and convert its use to a community ceramic studio. The project proposed will restore the façade of the historic portion of the building, mitigate moisture from the active mineral spring in the basement, and make the bathroom and entrance ADA compliant.

- Total Cost: \$101,200
- NY Forward Request: \$101,200
- Sponsor Match: 0%
- Decarbonization: Not Required
- LPC Recusals: None

3. Preliminary Projects List Discussion

Discussion

B04: Riverside Inn Renovation - Private Project**

The aim of this project is to restore and upgrade the historic Riverside Inn to create 7 new apartments and a community pottery and art studio and event space. Project improvements include interior renovation, installation of new HVAC system, electrical and plumbing work, façade improvement, new signage, and pottery studio equipment.

- Total Cost: \$212,008
- NY Forward Request: \$144,831
- Sponsor Match: 32%
- Decarbonization: Not Required
- LPC Recusals: None
- ****located outside of the Keeseville NY Forward Boundary**

B05: The Masonic Lodge Adaptive Reuse – Private Project

The adaptive reuse of the Masonic Lodge aims to convert the vacant structure into 6 loft-style apartments, while retaining its historic character. Project improvements include complete interior renovation, installation of new mechanical, electrical, and plumbing systems, restoration and weatherproofing, structural stabilization, bringing the building up to code and ADA compliance.

- Total Cost: \$2,250,000
- NY Forward Request: \$675,000
- Sponsor Match: 70%
- Decarbonization: Required
- LPC Recusals: None

C01: Establish a Small Project Fund – Municipal Project

This project will establish a locally managed matching fund to undertake a range of smaller downtown projects including facade enhancements, interior and exterior building renovations for commercial or mixed-use spaces, business assistance, public art, permanently affixed signage and awnings, commercial interior fit-out, HVAC, mechanical, electrical, and plumbing. Applications to this small projects fund will be required to provide a minimum of 25% of the overall project cost as a matching contribution, leveraging private funds to achieve an even greater transformative impact in downtown Keeseville.

- # of Letters Received: 13 Total
- Total Cost: \$390,000
- NY Forward Request: \$300,000
- Sponsor Match: Matching requirements must be no less than 25% of the total cost per project
- Decarbonization: Not Applicable
- LPC Recusals: Terry Jandreau

D01: Keeseville Branding and Wayfinding Initiative – Municipal Project

The Keeseville branding and wayfinding initiative will develop a branding strategy designed to enhance the visibility and appeal of Keeseville as a destination and distinct place in the region. The wayfinding signage will utilize the branding strategy to enhance access to, and user experience of, Keeseville's downtown by highlighting its assets.

- Total Cost: \$250,000
- NY Forward Request: \$250,000

3. Preliminary Projects List Discussion

Discussion

- Sponsor Match: Not Required
- Decarbonization: Not Applicable
- LPC Recusals: None

Refining the Preliminary Project List:

- The LPC will develop a slate of recommended projects for inclusion in the Strategic Investment Plan
- This slate of projects should represent a NYF request somewhere between \$6 and \$8 million
- The LPC should consider the following while refining the preliminary project list:
 - Project Evaluation Criteria
 - Project Evaluation Worksheet
 - Consultant Team Technical Review
 - LPC Meeting Discussions

Project Evaluation Criteria:

Examples:

- Alignment with Keeseville NY Forward Vision and Goals
- Alignment with State and REDC goals
- Transformative Potential
- Sponsor Capacity
- Project Readiness
- Community Benefits
- Site Control
- Status of other funding (match %)

The LPC asked if they could ask project sponsors to reduce their proposed project costs in an effort to increase the number of projects potentially funded through NY Forward. The Department of State and consultant team noted that project readiness is a competitive evaluation criterion and reducing projects costs reduces project completeness and readiness, however, the LPC can ask private project sponsors to increase their sponsor match.

LPC Evaluation Guidance:

- Proposed project materials will be shared through a OneDrive link
- Complete a Project Evaluation Worksheet for each proposed project
- Identify one of the following options for each project:
 - Project is Ready to Advance
 - Project Needs more Information
 - Project Not for NYF
- Share Evaluation Worksheets with MJ Team by the end of the day **Tuesday, September 2, 2025**
- LPC Work Session (In-person) – Thursday, September 11, 9:00-11:00 AM
- LPC Meeting #4 – Thursday, September 11, 12:00 – 2:00 PM
 - Identify Projects to Advance or that Need More Information
 - Discuss Refined List of Projects

3. Preliminary Projects List Discussion

Discussion

The LPC discussed how to submit the LPC evaluation worksheets to the consultant team. There was consensus that each LPC member will have separate One Drive Folders.

The LPC requested 2 hours for the work session. The work session is scheduled for Thursday, September 11, 2025, at 9AM.

Project Profile Components:

- Title, Sponsor, Location
- Funding request, project cost
- Project description
- Capacity to implement
- Project partners
- Alignment with local and regional strategies
- Anticipated benefits
- Budget and funding sources
- Feasibility/cost justification
- Regulatory requirements
- Photos
- Proposed design, renderings, plans
- Implementation timeframe

Key Decisions & Outcomes

LPC members will review and evaluate all projects, submitting their Evaluation Worksheets to the MJ Team by Tuesday, September 2, 2025.

MJ to establish individual OneDrive folders for LPC members to submit LPC Evaluation worksheets.

4. Community Roadmap

Discussion

Community Roadmap Overview:

- Downtown revitalization is an ongoing effort that extends beyond the NY Forward award and planning process
- The LPC will help develop a “roadmap” to guide continued progress
- The roadmap will outline key actions, projects, and programs to continue downtown revitalization
- Focus will be on near-term (3–5 year) recommendations that build on the momentum created by NY Forward
- Additional revitalization components
- Community engagement strategies
- Community capacity and training
- Potential funding sources

4. Community Roadmap

Discussion

There was discussion about projects not included in the LPC's Proposed Slate of Projects recommended for NY Forward funding can be identified in the community roadmap or pipeline project list for other funding opportunities.

5. Next Steps

Discussion

Daniel Madigan (MJ) then discussed the next steps for the LPC.

Next Steps

- **LPC Project Review & Evaluation**
 - Evaluation worksheets due by the end of the day September 2, 2025
- **Consultant project evaluations and project sponsor communication – MJ Team**
- **LPC Work Session In-Person:**
 - Thursday, September 11, 2025, at 9:00 AM
- **LPC Meeting #4:**
 - Thursday, September 11, 2025, at 12:00 pm
- **Schedule Open House #2**

The consultant team asked the LPC whether there are any specific dates and times to avoid when scheduling the 2nd Open House. The LPC noted there were no dates to avoid.

- **LPC Meeting #5:**
 - Thursday, October 2, 2025, at 10:00 am
 - Potential vote on slate of projects to recommend for NY Forward

Key Decisions & Outcomes

MJ Team will provide LPC members with project materials and evaluation forms.

MJ Team to schedule Open House #2

6. Public Comments

Discussion

Two members of the public had comments:

- Jerry J. asked about meeting material being posted online. MJ Team answered that the presentation will be posted online to KeesevilleNYForward.com
- Jeff D. asked when the awards would be announced. The Department of State representatives answered that they were unsure of the announcement date. Awards were announced between April and May for last round.

Key Decisions & Outcomes

N/A



6. Public Comments

Discussion

This meeting summary conveys our understanding of the items discussed and agreements reached at this meeting. Please forward any additions, corrections and/or questions to my attention.

Submitted by:

Daniel Madigan, MJ Engineering and Land Surveying, P.C.

cc: Consultant Team, State Team, Local Planning Committee

Local Planning Committee

Name	Present
Clayton Barber, Co-Chair	✓
Tim Bresett, Co-Chair	✓
James McKenna, Co-Chair	✓
Sawyer Bailey	✓
Kelly Frady	✗
Terry Jandreau	✓
Andrew Prescott	✓
Erin Tobin	✓
Diana Zais	✓

State Partners

Name	Present
Kylie Peck	✓
Jennifer Voss	✓
Stephen Hunt	✗



Mary Barthelme	✗
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Planning Support

Name	Present
Jessica DesLauriers	✓

Consultant Team

Name	Affiliation	Present
Jaclyn Hakes	M.J. Engineering	✗
Daniel Madigan	M.J. Engineering	✓
Melia Hema	M.J. Engineering	✓