



KEESEVILLE

LOCAL PLANNING COMMITTEE

MEETING #4 SUMMARY

Purpose:	Local Planning Committee (LPC) Meeting #4
Date and Time:	Thursday, September 11, 2025, 12:00 PM – 2:00 PM
Location:	Ausable Town Hall, 111 Ausable Street, Keeseville, NY
Attendees:	See Below
Agenda:	1. Welcome & Preamble 2. Project Schedule Update 3. Community Roadmap Review 4. Refined Projects List Discussion 5. Next Step 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.

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.



1. Welcome & Preamble
Discussion
Recusals: C01 – Establish a Small Project Fund – Terry Jandreau
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. <i>September/October 2025</i> • 2nd public Engagement • Draft Strategic Investment Plan • Final Project Profiles <i>November 2025</i> • Final NY Forward Strategic Investment Plan
Key Decisions & Outcomes
N/A

3. Community Roadmap Review
Discussion
The consultant team provided an overview of the Community Roadmap: • 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
Key Decisions & Outcomes
N/A

4. Refined 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

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

The consultant team read aloud the Keeseville NY Forward Vision:

“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:



4. Refined Projects List Discussion

Discussion

- **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.

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

What Makes a Project Idea Into A Viable Project?

- Eligible project activities
- A project sponsor that has the legal authority and capacity to implement the project
- Clear project scope and plans and a detailed budget
- Sufficient financing
- Site control or demonstrated ability to acquire the property or receive permission to implement a project
- Readiness and capacity to implement the project within two years of NYF funding

The consultant team presented an example of a completed/ awarded project example from DRI Round 5.

5. LPC Evaluation

Discussion

Preliminary Project List Highlights:

- 10 Proposed Projects Received
 - 5 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



5. LPC Evaluation

Discussion

- LPC to develop a slate of recommended projects for inclusion in the Strategic Investment Plan
- This slate of projects should represent a NYF request of between \$6-\$8 Million
- Pipeline Projects: Important projects that may not be ready to receive NY Forward Funding

The LPC evaluated 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 from LPC #3

- A01 – Ausable River Pedestrian Loop & Streetscape
- A02 – Ausable River Park Overlook
- A03 – Anderson Falls Park Revitalization
- B01 – The Old Stone Mill Adaptive Reuse
- B02 – Anderson Falls Heritage Museum Upgrades
- B03 – 92 Kent Street Transformation
- B04 – Riverside Inn Renovation (Outside NYF Boundary)
- B05 – The Masonic Lodge Adaptive Reuse
- C01 – Keeseville Small Project Fund – recusal: Terry Jandreau
 - Small Project Fund Interest Letters
- D01 – Branding and Wayfinding

The consultant team presented the proposed projects map.

Key Considerations for Discussion:

- Does the project sponsor have capacity to implement the project?
- How do the project scope’s compare in terms of downtown impact?
- Would the project be the best use of NY Forward Funding?
- Does a project’s location make it more or less competitive?
- Does a project’s budget clearly identify costs and estimates?
- Is the project ready to proceed?

The LPC individually evaluated the project applications and supplemental information submitted by project sponsors and identified projects that are Ready to Advance, Not for NY Forward, or Pipeline Projects.

The LPC discussed each project and identified their reasoning for identifying projects as Ready to Advance, Not for NY Forward, or a Pipeline Project.

Each LPC member identified whether they were in favor of the following categorization of the submitted projects.

5. LPC Evaluation

Discussion

James Mckenna (LPC Co-Chair) provided an overview of the LPC project evaluation recommendations which identified:

- 6 Projects Ready to Advance (\$7,086,000 Million in Requested Funds*)
- 2 Projects Not for NY Forward
 - *one project demonstrates eligibility for Small Project Fund demonstration

The following projects were recommended by the LPC as “Ready to Advance” based on the LPC’s opinion that they align with the State and Local NY Forward Goals and have transformational impact, can attract visitors, create jobs, and demonstrate project readiness.

Projects Ready to Advance:

- A01 – Ausable River Pedestrian Loop & Streetscape
- A02 – Ausable River Park Overlook
- B01 - The Old Stone Mill Adaptive Reuse
- B05 – The Masonic Lodge Adaptive Reuse
- C01 – Establish a Small Project Fund – recusal: Terry Jandreau
 - Fund reduced from \$300,000 to \$150,000
- D01 – Keeseville Branding and Wayfinding Initiative
- **Total NYF Request \$7,086,000**

D01 – Keeseville Branding and Wayfinding Initiative discussion:

- Opportunity to work with the North Country Chamber and ROOST

The LPC unanimously categorized the above projects as Ready to Advance.

The following projects were identified as “Not for NY Forward” based on LPC Work Session recommendations. Reasons include lack of site control, a comparatively less competitive project match, or location outside the Keeseville NY Forward Boundary.

Projects Not for NY Forward

- B03 – 92 Kent Street Transformation*
- B04 – Riverside Inn Renovation
 - *Small Project Fund Demonstration
- Total NYF Request \$246,000

The LPC unanimously categorized the above projects as Not for NY Forward.

Pipeline Projects are projects that may not be ready to receive NY Forward Funding, but are recognized as transformational or important to the community. The following projects were identified as Pipeline Projects based on the LPC’s recommendations.

Pipeline Projects



5. LPC Evaluation

Discussion

- A03 – Anderson Falls Park Revitalization
- B02 – Anderson Falls Heritage Museum Upgrade

The LPC unanimously categorized the above projects as Pipeline Projects.

Key Decisions & Outcomes

MJ Team will reach out to Old Stone Mill and Masonic Lodge project sponsors for additional information based on LPC discussions.

5. Next Steps

Discussion

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

LPC Vote on Slate of Projects

- Voting Process (expected to take place at LPC #5)
- Completed ballots will be signed and submitted to MJ Team:
 - Mark box to recuse from individual project
 - Complete Recusal Form, if necessary

Next Steps

- **Outreach to project sponsors for additional information and materials (MJ Team)**
- **Open House #2**
 - October 1, 2025: 5:30 – 7:30 PM at the Keeseville Elks Lodge
- **LPC Meeting #5:**
 - Thursday, October 2, 2025, at 10:00 AM
 - Potential vote on slate of projects to recommend for NY Forward
- **Draft Strategic Investment Plan**
 - October to December
 - Prepared by MJ Team and submitted to NYS

Visit the Keeseville NY Forward website to stay up-to-date, view meeting summaries, presentations and materials, and get involved! www.KeesevilleNYForward.com

Key Decisions & Outcomes

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

MJ Team to publicize Open House #2 with assistance from LPC



6. Public Comments
Discussion
One member of the public had comments: Jeff D. asked about the Anderson Falls Heritage Museum Upgrades being a pipeline project and what further action should be taken. The MJ team explained that the project is not ready for NY Forward funding at this time and any action on the project is up to the project sponsor, however, the project will be included in the Strategic Investment Plan as a Pipeline Project.
Key Decisions & Outcomes
N/A

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	✓

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	✓
Ellen Pemrick	E.M. Pemrick & Company	✓