

Town of LeRay

Town Board Minutes

May 8, 2025

Call to Order

Proceedings of a Town Board Meeting held at the LeRay Town Municipal Office on May 8, 2025. The meeting was called to order at 4:00 p.m. by Supervisor Carpenter who led the room in the Pledge of Allegiance.

Open Regular Meeting

Leland J. Carpenter – Supervisor, Melissa L. Verne – Town Clerk, Nathan Toutant – Director of Finance/Clerk to Supervisor, Board Members in attendance: Samuel Biondolillo – Absent, Michael Gracey, Merle Otis, Patrick O'Donnell, James Burrows – Town Attorney, Debbie Biondolillo – Planning Board Chairperson – Absent, Lee Shimel – Zoning Enforcement Officer, William Vargulick – Town Assessor, Bruce Shawcross – Highway Superintendent, Mike Altieri – Town Engineer, Tony Goodrich – DANC – Absent

Approval of Minutes

The minutes from the meeting held on April 10, 2025, were reviewed by the Board Members. A motion to approve the minutes as drafted was made by Councilman Otis and seconded by Councilman O'Donnell.

The vote went as follows:			
Ayes:	4	Nays:	0
The motion passed.			

Public Hearing scheduled at 4:00 p.m. for the Draft Comprehensive Land Use Plan for the Town of LeRay

Supervisor Carpenter opened the Public Hearing at 4:02 p.m. Supervisor Carpenter asked Clerk Verne to read the Public Hearing Notice as published in the Watertown Daily Times on April 21, 2025. The Supervisor then asked if there were any comments from the floor. No comments were made.

A motion was made by Councilman O'Donnell and seconded by Councilman Otis to close the Public Hearing.

The vote went as follows:			
Ayes:	4	Nays:	0
The motion passed.			

Supervisor Carpenter asked the Board to take out and review the Comprehensive Plan. Mr. Burrows explained that SEQR Part 1 of the Full Environmental Assessment Form had been prepared for review. Mr. Burrows went through Parts 2 and 3 of the Full Environmental Assessment Form with the Board. Based upon the review of the information and analysis, the Board determined that the proposed action would not result in any significant adverse environmental impacts.

RESOLUTION #7-2025

NEGATIVE DECLARATION (SEQR) FOR ADOPTION OF COMPREHENSIVE PLAN

WHEREAS, the Town Board for the Town of LeRay, New York has considered the adoption of a Comprehensive Plan in the Town of LeRay; and

WHEREAS, the Town Board of the Town of LeRay has reviewed a Long Form Environmental Assessment Form for the purpose of assisting the Town Board in making a determination of significance in respect to the Plan; and whether the enactment of the Plan would have a significant adverse impact on the environment; and

WHEREAS, the Town has reviewed the criteria for determining significance of an action that is set forth at 6 NYCRR §617.7(c); and

WHEREAS, having considered the action consisting of the adoption of the Plan and the potential environmental impacts associated with such action the Town Board has determined to proceed.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of LeRay finds that the proposed action of adopting the Comprehensive Plan is subject to SEQR; and

BE IT FURTHER RESOLVED, that the action constitutes a Type 1 action under SEQR 617.4(b)(1); and

BE IT FURTHER RESOLVED, that the Town Board is the only agency with jurisdiction by law to fund, approve, or directly undertake this action, and therefore, a coordinated review of the action under SEQR is neither required nor necessary; and

BE IT FURTHER RESOLVED, by the Town Board of the Town of LeRay, New York:

1. Based upon the examination and consideration of the Long Environmental Assessment Form and comparison of the proposed action and criteria set forth at 617.7, no significant adverse impact on the environment is known by the adoption of the proposed Comprehensive Plan.

2. The Supervisor for the Town of LeRay is authorized to execute the Long Environmental Assessment Form to the effect that the Town Board is issuing a “negative declaration” under SEQR.

3. The Town Clerk is hereby directed to file and circulate Part 3 in accordance with the requirements for a Type I action of the Long Environmental Assessment Form.

4. A complete copy of the EAF including this negative declaration shall be maintained in the Town Clerk’s office in a file that will be readily accessible to the Public. Further, the Town Clerk is hereby authorized to publish a notice to that effect in the Environmental Notice Bulletin. All subsequent notices regarding the undertaking of the project as set forth in this report shall state that a negative declaration has been issued.

5. This Resolution shall take effect immediately.

The foregoing Resolution was offered by Board Member, **O’Donnell**, and seconded by Board Member, **Otis**, and upon roll call vote of the Board was duly adopted as follows:

Supervisor Leland J. Carpenter	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Michael J. Gracey	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Samuel J. Biondolillo – Absent	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Merle Otis	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Patrick O’Donnell	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Dated: May 8, 2025

Melissa L. Verne, Town Clerk

RESOLUTION #8-2025
Adoption of Comprehensive Plan

WHEREAS, the Town Board for the Town of LeRay desires to develop a Comprehensive Plan to guide development and set a long range vision for the Town as authorized by NY Town Law section 272-a; and

WHEREAS, the Town Board for the Town of LeRay previously formed a Comprehensive Plan Committee that has met periodically over the course of approximately a year to work with the community and the Planning Board for the Town of LeRay to help guide the Comprehensive Planning process; and

WHEREAS, the Planning Board for the Town of LeRay has reviewed the Comprehensive Plan throughout and voted to recommend that the Town Board of the Town of LeRay adopt the Comprehensive Plan; and

WHEREAS, the Jefferson County Planning Department reviewed the Comprehensive Plan and provided comments pursuant to General Municipal Law §239-m; and

WHEREAS, the comprehensive plan has been provided to various person(s) of neighboring municipal corporations pursuant to NY Town Law section 264; and

WHEREAS, the Town Board has reviewed the full Environmental Assessment form, responding to each of the questions contained in Part 2, determined that adopting the Plan is a Type I action and would not have a significant adverse impact on the environment, and adopted a Negative Declaration.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of LeRay hereby adopts the comprehensive plan for the Town of LeRay and determines that this Resolution shall take effect immediately.

The foregoing Resolution was offered by Board Member, **O'Donnell**, and seconded by Board Member, **Otis**, and upon roll call vote of the Board was duly adopted as follows:

Supervisor Leland J. Carpenter	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Michael J. Gracey	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Samuel J. Biondolillo – Absent	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Merle Otis	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Patrick O'Donnell	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Dated: May 8, 2025

Melissa L. Verne, Town Clerk

Comments from the Floor

No comments

Report from the Town Engineer – Mike Altieri

A motion was made by Councilman Gracey and seconded by Councilman Otis to rescind the motion from the April 10, 2025 meeting that had selected Elight Excavating as the apparent low bidder for the demolition for the 30429 County Route 46 property and to then select D & S Excavating with their quote of \$27,000 as the low bidder from a responsible bidder to perform the demolition for the County Rt 46 property.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

Report from Town Dog Control Officer – Lindsey Hess

Mrs. Hess gave her monthly report and submitted a written report.

Report from Highway Superintendent – Bruce Shawcross

Mr. Shawcross reported on work done by the Highway. Mr. Shawcross reported that Mike Wilson has been hired for the Transfer Site and Ray Davis will be moving over to the Highway Department to work.

A motion was made by Councilman O'Donnell and seconded by Councilman Otis to go with Viking for Snowplows.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

A motion was made by Councilman Gracey and seconded by Councilman Otis to accept the Agreement for the Expenditure of Highway Money for 2025, and have all present board members sign as presented below.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

Agreement for the Expenditure of Highway Money – 2025
Capital Improvement: \$330,000.00
Repairs: \$60,000.00

1. Jewett Street

From State Route 11 to State Route 342 – 0.50 miles, 24' wide
Mill out 4", apply cold mix top, fog seal, and micro seal.
Work by: Suit-Kote with Town workforce
Cost: \$100,553.82

2. James Street

From Jewett Street to Jewett Street – 0.42 miles, 24' wide
Mill out 4", apply cold mix top, fog seal, and micro seal.
Work by: Suit-Kote with Town workforce
Cost: \$91,059.81

3. Cullen Drive

From Riverbend Drive to Riverbend Drive – 0.22 miles, 24' wide
Apply 2" compacted 12.5 mm top with shims.
Work by: Jefferson County with Town workforce
Cost: \$23,000.00

4. Five Corners Road

From State Route 342 to State Route 283 – 0.30 miles, 22' wide
Apply 2" compacted 12.5 mm top with shims.
Work by: Jefferson County with Town workforce
Cost: \$33,000.00

5. Keyser Road

From Beckwith Road to Farrell Road – 0.66 miles, 20' wide
Surface treatment.
Work by: Suit-Kote with Town workforce
Cost: \$18,000.00

6. Van Tassel Road

From State Route 37 to Beckwith Road – 0.98 miles, 20' wide
Surface treatment.
Work by: Suit-Kote with Town workforce
Cost: \$18,000.00

7. Simonet Road

From Gardnerville Road to County Route 30 – 0.81 miles, 20' wide
Pave 3" compacted grindings with surface treatment.
Work by: Suit-Kote with Town workforce
Cost: \$75,000.00

Report from the Zoning Enforcement Officer – Lee Shimel

Mr. Shimel reported on zoning.

A motion was made by Councilman O'Donnell and seconded by Councilman Otis to increase the Zoning Permit fee from \$25.00 to \$50.00, on projects that begin construction before obtaining a permit, effective today May 8, 2025.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Report from the Town Assessor – William Vargulick

Mr. Vargulick reported to the Board what he increased assessments to on properties.

Report from Planning Board

Mrs. Biondolillo was absent and Mr. Shimel gave a report on planning projects in progress.

Report from the Town Clerk – Melissa L. Verne

	Cash Balances as of April 30, 2025		Current Month Abstract 5	
General Fund	\$	2,611,893.33	\$	219,138.55
Highway Fund-Town wide	\$	978,308.23	\$	27,497.31
Highway Fund-Town Outside	\$	853,235.99	\$	16,005.73
Expendable Trust	\$	793.81	\$	0.00
Consolidated Water District	\$	2,255,742.13	\$	58,558.62
Water District # 3	\$	20,624.13	\$	64.00
Sewer District # 1	\$	958,303.50	\$	126,953.40
Sewer District # 2	\$	61,068.08	\$	1,612.41
Sewer District # 3	\$	25,493.56	\$	15,495.21
Sewer District # 4	\$	407,983.48	\$	14,151.63
Capital Project # 3 (Sewer Dist. 1)	\$	135,490.85	\$	0.00
Capital Project # 4W (Water 2 Imp)	\$	0.00	\$	0.00
Capital Project # 5 (Highway Fac.)	\$	0.00	\$	52,263.99
Trust & Agency	\$	223,662.15	\$	4,265.06

A motion was made by Supervisor Carpenter and seconded by Councilman Gracey that Abstract #5 vouchers 580-706 in the amount of \$536,005.91 be paid from the above accounts.

The vote went as follows:			
Ayes:	4	Nays:	0
The motion passed.			

Report from Nathan Toutant, Director of Finance/Clerk to the Supervisor

Mr. Toutant reported that Treasury Bills have earned \$110,000 since January 1st 2025. The ARPA report was submitted before the deadline. Mr. Toutant told the Board that the Audit for 2024 will start in June.

A motion was made by Councilman Gracey and seconded by Councilman Otis to have Supervisor Carpenter sign the Philly Fuels propane contract, which guarantees a locked in rat of \$1.39 until April 30, 2026.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

A motion was made by Councilman Gracey and seconded by Councilman O'Donnell to request New York Rural Water Association's assistance to smoke test for the Sewer District 1 Inflow & Infiltration Field Study Investigation.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

A motion was made by Councilman O'Donnell and seconded by Councilman Gracey to have Supervisor Carpenter sign the New York Rurak Water Association, Inc Hold Harmless & Indemnification Agreement.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

A motion was made by Councilman Gracey and seconded by Councilman Otis to have Supervisor Carpenter sign the Facility Encroachment Agreement between the Town of LeRay and CSX Transportation, Inc.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

A motion was made by Councilman Gracey and seconded by Councilman Otis to adjourn this meeting at 5:46 p.m.

The vote went as follows:		
Ayes:	4	Nays: 0
The motion passed.		

Respectfully given:

Melissa L. Verne

Melissa L. Verne, LeRay Town Clerk