

Town of LeRay

Planning Board Work Session Minutes

May 1, 2025

CALL TO ORDER

On May 1, 2025, the Town of LeRay Planning Board held its regular monthly Work Session meeting in the Conference Room of the Town of LeRay Municipal Building. The meeting was called to order at 6:00 PM by Chairperson Biondolillo.

ROLL CALL

Member Oatman: Present Absent
Member Collette: Present Absent
Member Meeks: Present Absent
Member Moran: Present Absent
Member Young: Present Absent
Member Jefferds: Present Absent
Chairperson Biondolillo: Present Absent

Additionally, Lee Shimel – Zoning Enforcement Officer, Morgan Melançon – Secretary to Planning and Zoning, Leland Carpenter – Town Supervisor, and Jan Oatman – Zoning Board of Appeals Chairperson, were in attendance.

ACCEPTANCE OF WORK SESSION MINUTES

The minutes from the April 3, 2025 Work Session meeting were reviewed by the Board. A motion to accept the Work Session minutes as drafted was made by Member Young and seconded by Member Moran. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed.

WORK SESSION

1. **2-Lot Minor Subdivision Application for Kelly Filkins, located at 26593 NYS Route 283, tax parcel # 74.16-2-11.5.**

The Board noted there were no issues or changes to the project since last month's review. No further comments or questions from the Board.

2. **2-Lot Minor Subdivision Application for Savanna Cowart, located at 31112 US Route 11, tax parcel #45.00-3-26.71.**

Mr. Shimel confirmed that the distance from the well to the septic leach field was satisfactory. During the preliminary review at the April meeting, Mr. Gracey had been asked to add language to the Plat Map to clearly identify the 30-foot-wide right-of-way for Lot 1 access, including the easement for shared driveway access and maintenance responsibilities.

3. **2-Lot Minor Subdivision Application for Francis Bartlett, located at 29487 Ansted Road, tax parcel #55.00-1-11.8.**

In reviewing the Preliminary Plat, it was noted that the existing shed was adequately set back from the property line. The subdivision was straightforward with no significant concerns.

4. **Site Plan Application for Calcium Fire Department, located at 24882 Stalder Road, tax parcel #74.12-1-19.**

The Archaeological Study had been completed, and no concerns were identified in the findings. Finalization of the findings was pending.

REPORT FROM THE PLANNING BOARD CHAIRPERSON

New Subdivision Proposal: Submission for the upcoming June meeting was anticipated for a new Minor Subdivision application, located near NYS Route 283 and Cottontail Drive. The applicant plans to construct a new residence with access from Cottontail Drive. The project would include subdividing a portion of the existing parcel and merging it with two adjacent parcels to create one larger lot.

Tractor Supply – LeRay Commons Plaza: A formal comment letter was received from the New York State Department of Transportation (DOT) on Wednesday. Chairperson Biondolillo, Zoning Enforcement Officer Shimel, and Secretary Melançon held a phone call with project engineer Mr. Lasell prior to the meeting to discuss the update.

DOT determined that the proposed site development did not warrant the right-in/right-out access configuration. The letter stated that the subdivision has adequate access from the existing Holbrook Road intersection, and that additional access to US Route 11 may be considered if future development occurs within the plaza. It was noted that Mr. Lundy already had additional projects anticipated for LeRay Commons, which could increase traffic and potentially support the need for a secondary access point in the future.

Infrastructure concerns discussed included:

- Re-routing of water, electrical, and sewer utilities. Mr. Shimel noted that unused water lines may need to be removed.
- Relocation of the existing transformer at the current traffic light entrance near Freedom Plaza and AutoZone to accommodate a realigned entrance.

At this time, the primary item delaying the project was the road infrastructure. Once both the Town Board and Planning Board were satisfied that all final conditions had been met, the Final Site Plan would be signed.

Native American Burial Sites Handout: Secretary Melançon distributed a fact sheet on Native American Burial Sites, which had been provided by the New York State Department of Education. The fact sheet was intended to raise awareness and promote understanding of the 2023 Unmarked Burial Protection Act and best practices surrounding the protection of unmarked burial sites.

ADJOURNMENT

A motion to adjourn the work session at 6:24 PM was made by Member Young and seconded by Member Moran. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

The motion passed.

Respectfully submitted,
Morgan R. Melançon
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Secretary to Planning and Zoning