

# Town of LeRay

## Planning Board Work Session Minutes

May 7, 2026

### CALL TO ORDER

On May 7, 2026, the Town of LeRay Planning Board held their 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 Jefferds:  Present  Absent  
Member Russell:  Present  Absent  
Chairperson Biondolillo:  Present  Absent

Additionally, Lee Shimel (Zoning Enforcement Officer), Morgan Melançon (Secretary to Planning & Zoning), Leland Carpenter (Town Supervisor), Nathan Toutant (Clerk to the Supervisor), Michael Altieri via telephone (Town Engineer), and Jan Oatman (Zoning Board of Appeals Chair) were in attendance.

### ACCEPTANCE OF WORK SESSION MINUTES

The minutes from the April 2, 2026 work session meeting were reviewed by the Board. A motion was made by Member Moran and seconded by Member Jefferds to accept the minutes as drafted. 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 Jefferds:  Yes  No  Abstain  Recuse  Absent  
Member Russell:  Yes  No  Abstain  Recuse  Absent  
Chairperson Biondolillo:  Yes  No  Abstain  Recuse  Absent

The motion passed.

### WORK SESSION

#### 1. Minor 2 Lot Subdivision Application for Jeffery Grill, located at 30391 Elm Ridge Road, tax parcel #55.00-1-4.1.

Chairperson Biondolillo stated that the minor revisions previously requested by the Board had been made to the Plat. The Board had no further discussion during the Work Session, and the application would proceed during the regular meeting.

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

Chairperson Biondolillo informed the Board that correspondence had been received from counsel for the Fire Department expressing concerns with the handling of the SEQR process. Mr. Burrows had advised that the Planning Board should proceed with the SEQR review as planned.

The anticipated procedural steps were reviewed in preparation for the regular meeting. The Planning Board would continue its review of Part 2 of the Full Environmental Assessment Form (FEAF), proceed to review Part 3, and then make a determination of significance under SEQR. If a Negative Declaration were issued, SEQR review would be concluded and site plan review could continue. If a Positive Declaration were issued, the project would proceed into the Environmental Impact Statement (EIS) process, requiring additional evaluation of the identified potential impacts, mitigation measures, and alternatives. A resolution prepared by Town Attorney Jim Burrows had been provided for consideration in the event a Positive Declaration was determined to be warranted.

Member Collette requested clarification on the SEQR standard for evaluating impacts. It was noted that the review focused on whether impacts *may* occur, and Mr. Altieri explained that *probability* could not be fully assessed until the *possibility* of impact had first been evaluated.

At the previous meeting, the Board identified the following areas in Part 2 as potentially having moderate to large impacts: Section 4, Impact on Groundwater; Section 13, Impact on Transportation; Section 16, Impact on Human Health; and Section 17, Consistency with Community Plans.

Chairperson Biondolillo noted that much of the previous discussion had focused on the proposed building and future operation of the fire station, but construction of the facility itself could also result in impacts. Potential construction-related concerns included site disturbance, construction traffic, grading, stormwater controls, and activities occurring near the A-Site well and within the wellhead protection area.

**Impact on Groundwater Discussion:** The Town's Wellhead Protection Law was discussed in relation to the project site. Mr. Altieri explained that recharge basins were prohibited within the wellhead protection area and had previously been proposed as part of the stormwater management plan. Further review by a hydrogeologist or other qualified professional may be needed to evaluate proposed stormwater practices in relation to the Wellhead Protection Law and site conditions.

**Impact on Transportation Discussion:** Transportation concerns included fire apparatus exiting the site, the grade of the access, and the relationship between the proposed access, Stalder Road, and U.S. Route 11. Chairperson Biondolillo stated that the NYS Department of Transportation (NYSDOT) could be asked whether a warning system or other traffic safety measure could be considered to alert oncoming traffic when fire trucks were exiting. It was noted that the NYSDOT could decline such a request. Mr. Altieri stated that additional assessment could be performed through a traffic impact study or safety evaluation. Construction-phase traffic was also identified as a concern that could be evaluated as part of a traffic or safety review.

**Impact on Human Health Discussion:** Human health concerns were discussed in connection with groundwater and wellhead protection. Due to the projects located near the A-Site municipal well, further environmental assessment would likely address both groundwater impacts and related human health/public drinking water concerns together.

**Consistency with Community Plans Discussion:** The project was located within a Planned Development District (PDD) and provisions were discussed in relation to the Town’s zoning framework and development patterns near the well. Although the parcel was a nonconforming lot of record, the significant difference between the parcel size and the acreage generally contemplated under the PDD provisions may still be relevant under SEQR. Mr. Altieri stated that potential impacts to local zoning and community planning should be further evaluated. A planning professional could assess the proposed project in relation to the PDD, local zoning, surrounding land use, and community planning considerations.

## REPORT FROM ZONING ENFORCEMENT OFFICER

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**Solar Fire Training:** As discussed at the previous meeting, letters had been sent to solar companies regarding fire department coordination and training. To date, DG Solar was the only company to respond, and training had been scheduled with the Evans Mills Fire Department for the upcoming Saturday. Mr. Shimel noted that solar facilities can store a significant amount of voltage, and that in the event of an emergency, the system must be shut down immediately.

**LeRay Jackson Solar:** The sign had been placed too far back from the road, and the applicant had been advised to move the sign forward.

**Potential Development Inquiries:** Mr. Shimel reported that he had received an inquiry regarding a potential project located on NYS Route 342, which remained under discussion. Another inquiry involved property on County Route 46, where the property owner was seeking information regarding possible development options.

**Short Term Rentals:** Jefferson County would be holding a meeting the following Wednesday at the County Office Building regarding short-term rentals. The purpose of the meeting was to discuss development of a potential template or model approach for municipalities. It was noted that each town may wish to address short-term rentals differently, and the County appeared to be working toward guidance that could assist local municipalities in developing their own regulations.

## ADJOURNMENT

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A motion to adjourn the work session was made by Member Meeks 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 Jefferds:     Yes  No  Abstain  Recuse  Absent
- Member Russell:       Yes  No  Abstain  Recuse  Absent
- Chairperson Biondolillo:  Yes  No  Abstain  Recuse  Absent

The motion passed and the meeting adjourned at 6:26 PM.

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