

CALL TO ORDER

On December 4, 2025, the Town of LeRay Planning Board held their regular monthly meeting in the Conference Room of the Town of LeRay Municipal Building. The meeting was called to order at 6:30 PM by Chairperson Biondolillo, who led the room in the Pledge of Allegiance.

ROLL CALL

Member Oatman: Present Absent
Member Collette: Present Absent
Member Meeks: Present Absent
Member Moran: Present Absent
Member Jeffers: 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, Jan Oatman, Lindsey Pelkey, and Dan Carpenter via teleconference, were in attendance.

ACCEPTANCE OF MEETING MINUTES

The minutes from the November 6, 2025 regularly scheduled meeting were reviewed by the Board. A motion was made by Member Moran and seconded by Member Oatman to accept the minutes as amended. 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 Jeffers: Yes No Abstain Recuse Absent
Member Russell: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed.

CORRESPONDENCE AND COMMUNICATION

Chairperson Biondolillo asked if there was anyone in attendance who was not on the agenda that wished to address the Board. There was no response. Chairperson Biondolillo asked if there was any correspondence; there was none.

PROJECT REVIEW

1. Continuation of Public Hearing @ 6:30 PM for a Site Plan Application for Calcium Fire Department – the proposal is to construct a 13,650 SF Fire Department building and associated site improvements including asphalt perimeter access drive and parking areas, concrete walks, grading, site lighting and landscaping, located at 24882 Stalder Road, tax parcel #74.12-1-19.

The Public Hearing remained open from the November 7, 2024 Planning Board meeting to allow for the completion of the environmental review. No members of the public were present to offer comments. The Board would keep the Public Hearing open to be continued at the next regularly scheduled meeting on January 8, 2026 at 6:30 PM. No action was taken on the project and written comments would still be accepted by the Planning Office in the interim.

Chairperson Biondolillo provided an overview of the project for the benefit of the new Board member, Steve Russell. The site was located adjacent to a major municipal wellhead within a non-infiltration zone. Due to the proximity of the project to the Town’s most prolific well, a hydrogeologist was retained to evaluate potential impacts to the Town’s water supply. An originally proposed fueling bay was removed from the plans due to these concerns.

The project was previously referred to the Jefferson County Planning Board pursuant to General Municipal Law §239-m, which resulted in a recommendation of disapproval. The Board discussed the Town’s reliance on the affected well and the loss or impairment of other Town wells due to elevated sodium levels, emphasizing the importance of protecting remaining water resources. The Board stated that approval of the project would require clear documentation demonstrating that the proposed development would not negatively impact the municipal well.

Mr. Shimel noted that the Carey Well had been shut due to high sodium levels and that other wells in the Town have experienced similar issues. The Carey Well, like other Town wells, was not bedrock and was therefore more susceptible to surface infiltration.

Once the hydrogeologist’s report was finalized, the application would be re-referred to the Jefferson County Planning Board for additional review.

2. Review of a Lot Line Adjustment Application for Han and Corien Vanderveeken. The proposal is to transfer 3.97 acres from tax parcel #45.00-3-5.253, located along County Route 46, to tax parcel #45.14-1-3, located at 32825 County Route 18.

Chairperson Biondolillo asked the Board to review the Preliminary Plat for Han and Corien Vanderveeken. Lindsey Pelkey was in attendance as the authorized representative and provided a brief presentation.

The Board determined that the Preliminary Plat met all the requirements for review. A motion was made by Member Collette and seconded by Member Jefferds to classify the project as a Type II Action under SEQRA. No further review would be required, and no environmental assessment form would be necessary. 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. A motion was made by Member Meeks and seconded by Member Moran to deem the Lot Line Adjustment application complete. 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. Since there were no changes needed on the Final Plat, a motion was made by Member Oatman and seconded by Member Meeks to grant approval for the transfer of 3.97 acres from tax parcel #45.00-3-5.253 to tax parcel #45.14-1-4. 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. Chairperson Biondolillo informed Mrs. Lindsey that he would receive a letter in the mail outlining the Board's decision.

3. Review of a Lot Line Adjustment Application for Marsha Gooshaw. The proposal is to transfer 3.22 acres from tax parcel #45.14-1-3, located at 32825 County Route 18, to tax parcel #45.14-1-4, located along County Route 18.

Chairperson Biondolillo asked the Board to review the Preliminary Plat for Marsha Gooshaw. Lindsey Pelkey was in attendance as the authorized representative and provided a brief presentation.

The Board determined that the Preliminary Plat met all the requirements for review. A motion was made by Member Jefferds and seconded by Member Meeks to classify the project as a Type II Action under SEQRA. No further review would be required, and no environmental assessment form would be necessary. 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. A motion was made by Member Moran and seconded by Member Oatman to deem the Lot Line Adjustment application complete. 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. Since there were no changes needed on the Final Plat, a motion was made by Member Meeks and seconded by Member Jefferds to grant approval for the transfer of 3.22 acres from tax parcel #45.14-1-3 to tax parcel #45.14-1-4. 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. Chairperson Biondolillo informed Mrs. Pelkey that she would receive a letter in the mail outlining the Board's decision.

4. Public Hearing @ 6:30 PM for a Site Plan Application for Precision Wash. The proposal is to install two (2) electric vehicle (EV) charging stations at the existing Precision Wash site, located at 27271 Anabel Avenue, tax parcel #65.00-1-47.8.

Chairperson Biondolillo asked the Board to review the Preliminary Site Plan for Precision Wash. Dan Carpentar was in attendance, via teleconference, as the authorized representative and provided a brief presentation.

Chairperson Biondolillo opened the Public Hearing at 6:40 PM and Secretary Melançon read the Public Hearing Notice as published in the Watertown Daily Times on November 20, 2025.

Pursuant to General Municipal Law §239-m, The Jefferson County Planning Board reviewed the proposed Site Plan application for Precision Wash at their November 26, 2025 meeting. The County determined that the project was of local concern only and provided the following advisory comment:

“The local Board should consider requiring the charging spaces to be painted and marked as EV parking only. Each parking space orientation should be placed to maintain adequate vehicular circulation exiting the car wash lanes.”

The Board discussed the County’s comment and agreed that striping should be added. Mr. Carpenter asked whether signage alone would be acceptable; however, the Board noted issues observed at another facility where the lack of striping resulted in customers parking inconsistently. Member Moran stated that striping would help ensure customers parallel parked in a way that did not obstruct vehicles exiting the car wash lanes. Chairperson Biondolillo stated that given the winter season, the Board would give them until May 1, 2026 to complete the striping.

Chairperson Biondolillo opened the floor for public comments. Hearing none, a motion was made by Member Meeks and seconded by Member Oatman to close the Public Hearing at 6:45 PM. 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. Chairperson Biondolillo asked the Board if they had any further comments or questions. Hearing none, the Board determined that the Preliminary Site Plan met all requirements with no additional changes. A motion was made by Member Jefferds and seconded by Member Collette to approve the Preliminary Site Plan. 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. A motion was made by Member Meeks and seconded by Member Moran to review the Final Site Plan. 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. Since there were no changes needed on the Final Site Plans, a motion was made by Member Meeks and seconded by Member Jefferds to grant Final Site Plan Approval. 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. Chairperson Biondolillo informed Mr. Carpenter that he would receive a letter in the mail outlining the Board’s decision.

ADJOURNMENT

A motion was made by Member Meeks and seconded by Member Oatman to adjourn the meeting. 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 6:53 PM.

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