

# Town of LeRay

## Town Board Minutes

December 11, 2025

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### Call to Order

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Proceedings of a Town Board Meeting held at the LeRay Town Municipal Office on December 11, 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

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Leland J. Carpenter – Supervisor, Melissa L. Verne – Town Clerk, Nathan Toutant – Director of Finance/Clerk to Supervisor, Board Members in attendance: Samuel Biondolillo, 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 – **Absent**, Tony Goodrich– DANC, Lindsay Hess – DCO  
Additionally present: Tim Barber and Michael Lasell

### Approval of Minutes

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The minutes from the meetings held on November 6, 13 and 25 2025, were reviewed by the Board Members. A motion to approve the minutes as drafted was made by Councilman Biondolillo and seconded by Councilman O'Donnell.

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

A motion was made by Councilman Gracey and seconded by Councilman Biondolillo to fund the Sally Ploof Memorial Library \$1,000 of Occupancy Tax to support their Cool Yule Celebration for 2025.

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

### Comments from the Floor

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Mike Lasell, with MBL Engineering discussed with the Board the Tractor Supply Project.

### Report from Town Dog Control Officer – Lindsay Hess

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DCO Hess submitted her monthly report.

### Report from DANC – Tony Goodrich

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Mr. Goodrich reported on three (3) water main breaks and North Country Contractors showed up for all three.

**Report from Highway Superintendent – Bruce Shawcross**

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The Board reviewed a local law for Winter Parking Restrictions as well as Shared Service Agreements between the Town and Village of Black River, and the Town and Village of Evans Mills.

A motion was made by Councilman Gracey and seconded by Councilman Otis to set a public hearing for December 30, 2025 at 10:00 a.m. to consider local law #1-2026 Winter Parking Restrictions.

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

**RESOLUTION # 15 of 2025**

**TO APPROVE THE SHARED SERVICE AGREEMENT BETWEEN THE TOWN OF LERAY AND VILLAGE OF BLACK RIVER**

**WHEREAS**, the Town of LeRay and the Village of Black River acknowledge the need for occasional shared services, including snow and ice removal; and

**WHEREAS**, the Town of LeRay has agreed to provide shared services including snow and ice removal for the Village of Black River on an emergency basis when required; and

**WHEREAS**, the Town Board has received, reviewed and approves the Shared Service Agreement with the Village of Black River to provide such services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board for the Town of LeRay, New York as follows:

1. The forgoing recitations are incorporated herein and made a part hereof as if set forth hereafter.
2. The Town Board hereby approves the Shared Service Agreement with the Village of Black River, and which is attached as **Exhibit “A”**.
3. The Supervisor for the Town of LeRay, Highway Superintendent, and the Town Clerk, their respective agents and employees are authorized to sign all documents and take all steps necessary to approve the Agreement and bring full force and effect to this Resolution.
4. This Resolution shall take effect immediately.

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

Supervisor Leland J. Carpenter	Yes <u>  X  </u>	No <u>      </u>
Patrick O’Donnell	Yes <u>  X  </u>	No <u>      </u>
Samuel J. Biondolillo	Yes <u>  X  </u>	No <u>      </u>
Merle Otis	Yes <u>  X  </u>	No <u>      </u>
Michael Gracey	Yes <u>  X  </u>	No <u>      </u>

Dated: December 11, 2025

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Melissa L. Verne, Town Clerk

**RESOLUTION # 16 of 2025**  
**TO APPROVE THE SHARED SERVICE AGREEMENT BETWEEN THE TOWN OF LERAY AND VILLAGE OF EVANS MILLS**

**WHEREAS**, the Town of LeRay and the Village of Evans Mills acknowledge the need for occasional shared services, including snow and ice removal; and

**WHEREAS**, the Town of LeRay has agreed to provide shared services including snow and ice removal for the Village of Evans Mills on an emergency basis when required; and

**WHEREAS**, the Town Board has received, reviewed and approves the Shared Service Agreement with the Village of Evans Mills to provide such services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board for the Town of LeRay, New York as follows:

1. The forgoing recitations are incorporated herein and made a part hereof as if set forth hereafter.
2. The Town Board hereby approves the Shared Service Agreement with the Village of Evans Mills, and which is attached as **Exhibit “A”**.
3. The Supervisor for the Town of LeRay, Highway Superintendent, and the Town Clerk, their respective agents and employees are authorized to sign all documents and take all steps necessary to approve the Agreement and bring full force and effect to this Resolution.
4. This Resolution shall take effect immediately.

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

Supervisor Leland J. Carpenter	Yes <u>  X  </u>	No <u>      </u>
Patrick O’Donnell	Yes <u>  X  </u>	No <u>      </u>
Samuel J. Biondolillo	Yes <u>  X  </u>	No <u>      </u>
Merle Otis	Yes <u>  X  </u>	No <u>      </u>
Michael Gracey	Yes <u>  X  </u>	No <u>      </u>

Dated: December 11, 2025

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Melissa L. Verne, Town Clerk

**Report from the Zoning Enforcement Officer – Lee Shimel**

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Mr. Shimel stated as of January the ZBA will have a vacancy. Mr. Shimel reported that the deadline for the Route 11 Buildings to be secured looks to be met.

**Report from the Town Assessor – William Vargulick**

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Mr. Vargulick reported that the Solar Project on Route 11 will be turned on soon.

**Report from Planning Board**

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Mr. Shimmel reported on planning board projects.

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey to modify the pay date for all quarterly employees from the first pay period of the third month of each quarter to the second pay period of the third month, to ensure proper attendance records are received prior to payroll processing, with this to begin in Fiscal Year 2026.

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

**Report from the Town Clerk – Melissa L. Verne**

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	Cash Balances as of November 30, 2025	Current Month Abstract 12
<b>General Fund</b>	\$ 2,435,249.52	\$ 186,865.06
<b>Highway Fund-Town wide</b>	\$ 914,807.25	\$ 91,344.88
<b>Highway Fund-Town Outside</b>	\$ 178,237.01	\$ 57,433.28
<b>Expendable Trust</b>	\$ 794.80	\$ 0.00
<b>Consolidated Water District</b>	\$ 2,077,202.75	\$ 56,316.28
<b>Water District # 3</b>	\$ 22,773.91	\$ 19,279.00
<b>Sewer District # 1</b>	\$ 1,028,467.59	\$ 10,668.67
<b>Sewer District # 2</b>	\$ 96,932.79	\$ 65,766.61
<b>Sewer District # 3</b>	\$ -5,391.47	\$ 14,912.33
<b>Sewer District # 4</b>	\$ 364,979.68	\$ 5,416.16
<b>Capital Project # 3 (Sewer Dist. 1)</b>	\$ 135,795.21	\$ 0.00
<b>Capital Project # 4W (Water 2 Imp)</b>	\$ 0.00	\$ 0.00
<b>Capital Project # 5 (Highway Fac.)</b>	\$ 0.00	\$ 0.00
<b>Trust &amp; Agency</b>	\$ 213,699.78	\$ 4,588.06

A motion was made by Councilman Gracey and seconded by Councilman Otis to approve abstract #12 vouchers 1509-1621 in the amount of \$512,590.33 be paid from the above accounts.

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

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

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**RESOLUTION # 17 of 2025  
Developer’s Agreement**

**WHEREAS**, Niagara Mohawk Power Corporation d/b/a National Grid will be rebuilding a portion of its existing 1Black River -Coffeen 15KV - #7 transmission line upgrade project (the “Project”) located in the Town; and

**WHEREAS**, The Project will require a Storm Water Pollution Prevention Plan (“SWPPP”) to be reviewed by the Town Engineers; and

**WHEREAS**, Professional Services, in all fairness, should not be absorbed by Town Taxpayers as a whole and the Town Board has the authority to require review fees for such matters (which are reasonably necessary to accomplish the statutory demands) be paid by the Developer; and

**WHEREAS**, the Developer has reviewed and expressed a willingness to accept the proposed Developer’s Agreement and has executed the same; and

**WHEREAS**, the Town Board has expressed a desire to accept the proposed Developer's Agreement and is prepared to proceed as follows.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board for the Town of LeRay, NY:

1. The above recitations are incorporated herein and made a part hereof as if set forth thereafter.
2. The Town Board accepts, and approves, the attached Developer’s Agreement for the Project as being the best interest for the Town of LeRay, Town Taxpayers, and the Developer and approves receipt of the initial deposit set forth therein.
3. The Supervisor for the Town of LeRay is authorized to sign all documents and shall take all steps necessary to support this Resolution, and the Town Clerk is authorized to receive the deposit in a separate account and which shall be drawn down against audited bills during the review and/or construction process.
4. This Resolution shall take effect immediately.

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

Supervisor Leland J. Carpenter	Yes <u>  X  </u>	No <u>      </u>
Patrick O’Donnell	Yes <u>  X  </u>	No <u>      </u>
Samuel J. Biondolillo	Yes <u>  X  </u>	No <u>      </u>
Merle Otis	Yes <u>  X  </u>	No <u>      </u>
Michael Gracey	Yes <u>  X  </u>	No <u>      </u>

Dated: December 11, 2025

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Melissa L. Verne, Town Clerk

Supervisor spoke a few words about Mr. Gracey and congratulated him for 28 years of serving on the Town of LeRay Board.

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey to adjourn the meeting until December 30, 2025, at 10:00 a.m., and the meeting was adjourned at 5:42 p.m.

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

Respectfully given:

*Melissa L. Verne*

Melissa L. Verne, LeRay Town Clerk