

CALL TO ORDER

On March 5, 2026, 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.

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), Michael Altieri (Town Engineer), Nathan Toutant (Clerk to the Supervisor), and Samuel Biondolillo (Town Board Councilman) were in attendance.

ACCEPTANCE OF MEETING MINUTES

The minutes from the February 5, 2026 regularly scheduled meeting were reviewed by the Board. A motion was made by Member Collette 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.

REPORT FROM ZONING ENFORCEMENT OFFICER

Jessie's Pet Spa: Mr. Shimel reported that Jessie's Pet Spa received Site Plan approval with conditions at the end of 2024. The approval was granted on the condition that the proposed construction comply with the required setbacks and easement restrictions associated with the high-voltage power lines located on the property.

It was subsequently determined that the proposed construction would encroach into the utility right-of-way. The applicant was sent a letter advising that revised drawings would need to be submitted for review in order to proceed with the project. Mr. Shimel reported that no response has been received from the applicant to date.

Code Violation: A property within the Town was found to have two campers located on the premises in violation of the Town Code. An Order to Remedy had been issued, requiring the violation to be corrected. Mr. Shimel noted that if the property owner did not come into compliance within the specified timeframe, the matter could proceed to court.

Additionally, a property owner on Diane Drive had contacted the office with concerns regarding a potential violation of the code related to clutter, litter, and debris on a neighboring property. The complainant indicated that they intended to attempt to address the matter directly with the neighbor before requesting further involvement from the Zoning Enforcement Office.

REPORT FROM PLANNING BOARD CHAIRPERSON

Valvoline Oil: Chairperson Biondolillo reported that the property owner's signature for the Sidewalk Easement had been obtained. She noted that a few minor errors in the easement document were identified and would need to be corrected. Currently, the project was awaiting comments from the New York State Department of Environmental Conservation (NYS DEC).

PROJECT REVIEW

- 1. Continuation of Public Hearing @ 6:30 PM for a Site Plan Application for the 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 Planning Board continued their review of the Site Plan Application for the Calcium Fire Department. The Public Hearing for this application was originally opened on November 7, 2024 and remained open to allow completion of the environmental review.

The next step in the State Environmental Quality Review Act (SEQR) process would involve completion of Part 2 of the Full Environmental Assessment Form (FEAF). Part 2 would require the Planning Board to evaluate potential environmental impacts related to land disturbance, surface water and wetlands, groundwater and aquifer protection, air quality, noise, traffic, stormwater, and other environmental factors.

Mr. Altieri explained that he would be preparing draft responses for Part 2 and would review those items with the Planning Board at a future meeting so that the Board could evaluate potential impacts and determine how they should be classified under SEQR. He noted that in some cases the Board may not have sufficient information at this stage of the review and that additional studies may be required to fully evaluate potential impacts.

Member Collette had submitted several questions to the Board prior to the meeting regarding potential risks to the A-Site public water supply wells. Mr. Altieri addressed these questions during the following discussions:

- (a) **Regulatory Thresholds:** Regulatory thresholds for spills could vary depending on the substance involved. **As an example**, Mr. Altieri noted that under New York State Department of Environmental Conservation (NYS DEC) petroleum spill reporting requirements, a release of five (5) gallons or more was typically considered a reportable spill. However, certain contaminants, such as per- and polyfluoroalkyl substances (PFAS), may present concerns at significantly smaller quantities.

The hydrogeologist had indicated that even small releases of certain contaminants could potentially impact the water supply due to the sensitivity of the A-Site wells. Additionally, environmental regulations often recognized allowable tolerance thresholds as well, such as sewer systems being tested for allowable leakage rates.

Mr. Altieri explained that the provided examples were intended to illustrate how regulatory standards could account for acceptable levels of risk; however, given the importance of the A-Site well as a municipal water source, the Board must take a hard look at these potential impacts during the SEQR review process.

- (b) **Safeguard and Mitigation Plans:** Potential contamination risks were not limited to the completed building itself but could also occur during the construction phase or during ongoing operations once the facility was in service. The Board discussed how potential safeguard or mitigation plans might be developed.

Mr. Altieri explained that such plans were typically prepared by environmental specialists who evaluated potential contaminants, identified possible pathways of contamination, and recommended protective measures. Many of the questions raised during the review would likely require further analysis by environmental professionals retained by the applicant.

- (c) **Groundwater and Stormwater:** Mr. Altieri explained that the project proposed a controlled stormwater management system in which runoff from the site would be collected and directed to a recharge basin. The system was designed to allow stormwater to infiltrate on-site with overflow from the basin to be directed toward portions of the project property and adjacent neighboring property. It was noted that concentrating stormwater in said manner could potentially increase runoff to the neighboring parcel, which could be considered when evaluating the significance of potential impacts under SEQR.

Additionally, the Town's Wellhead Protection Law restricted certain infiltration practices, such as infiltration basins. In order to ensure compliance with existing regulations, the proposed stormwater management plan would need to be revised.

Additional potential sources of runoff were discussed, including snow storage areas where accumulated snow, dirt, and road salt could disperse during melting. Mr. Altieri noted that, given the size of the lot, stormwater management practices presented design challenges even without consideration of the nearby wellhead.

- (d) **Proposed Access Road:** The applicant had previously approached the Town Board regarding the possibility of converting Stalder Road to a private drive; however, that request had been denied. The project still proposed modifications to the driveway access and would need further review.

Mr. Altieri explained that roadway design and access modifications would likely require review and approval from the New York State Department of Transportation (NYS DOT).

- (e) **Department of Health:** The New York State Department of Health (DOH) had not provided formal comments on the project, although Mr. Altieri reported that he had spoken with a NYS DOH representative and provided background information on the project.
- (f) **Potential Impact:** Based on the information currently available, Mr. Altieri indicated that several areas of potential environmental impact were likely and would require additional analysis before the Board could determine how those impacts should be classified under SEQR.

Pursuant to General Municipal Law §239-m, the project had been re-submitted to the Jefferson County Planning Board for review at their February 24, 2026 meeting. Upon completion of the review, the County Planning Board determined that the proposal was a matter of local concern and provided the following advisory comments:

1. As the total disturbance exceeds one acre, coverage under the NYS DEC SWPPP General Permit for Construction Activity may be required.
2. DEC requires Construction Stormwater Permit coverage, and the project must comply with the NYS Stormwater Management Design Manual and must be approved by the local MS4.
3. The local board should ensure full consistency with the Town’s Wellhead Protection Law, Article XX stormwater requirements, and any conditions necessary to formally incorporate the operational commitments described in the Town’s response, particularly with respect to prohibited on-site fuel storage, salt use, fire training exercises, and outdoor maintenance activities. The Board further notes that the Town’s Wellhead Protection Law, originally adopted in 1989, may warrant a comprehensive review and update to reflect all Town well locations, current regulatory standards, hydrogeological data, land use patterns, and best practices in source water protection.

The project would be placed on the agenda for the April 2, 2026 regularly scheduled meeting.

ADJOURNMENT

A motion was made by Member Collette and seconded by Member Meeks to adjourn the meeting. The vote went as follows:

Member Oatman:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input checked="" 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 Jefferds:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Russell:	<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 and the meeting adjourned at 7:37 PM.

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