



August 28, 2007

Alfred Kilb, Supervisor
Town of Shelter Island
P.O. Box 970
Shelter Island, New York 11964

Dear Supervisor Kilb,

We are pleased to inform you that in response to your application to the Preserve New York Grant Program, a grant of \$5,000 has been approved for the Town of Shelter Island. We are delighted to support your efforts to complete an historic structure report for the Smith-Taylor Cabin located on Taylor (Cedar) Island near Shelter Island, New York.

The award is being made with the following agreements between the Preservation League and the Town of Shelter Island:

1. The grant will be used as support for costs associated with the completion of an historic structure report for the Smith-Taylor Cabin.
2. The scope of the project will include: historic overview and statement of significance; description of historic development of the building; conditions survey (including an engineer's assessment); recommendations for selected treatment and a review of adaptive reuse options.
3. The work will be completed by Zachary Studenroth and John Fokine who will serve as the consultants to the Town of Shelter Island.
4. All work will be done in accordance with the Secretary of Interior's Standards for Rehabilitation and Historic Preservation.
5. The final product will be an historic structure report including supporting materials (maps, photographs, drawings, etc.)
6. The Town of Shelter Island will submit a copy of the final product no later than 12 months after the signing of this agreement.
7. The Town of Shelter Island will notify the Preservation League of any changes to the project prior to the commencement of work. Any changes to the scope, consultant or timetable will require the prior approval of the Preservation League.
8. The following language must be used when crediting the grant in print: *This project is funded by Preserve New York, a grant program of the Preservation League of New York State and the New York State Council on the Arts.* **Important Note:** The consultant must be notified of this requirement.

If you agree with the above terms of the grant, please sign both copies of this agreement. Return the copy to the Preservation League and retain the original for your files. Failure to respond within 30 days may cause the award to be

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Albany, NY 12206
TEL (518) 462-5658
FAX (518) 462-5684
www.preservnys.org

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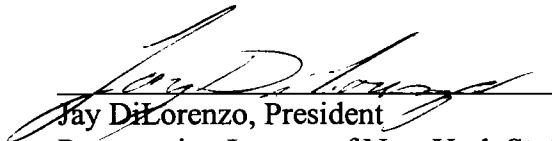
withdrawn. Upon our receipt of the copy of the agreement, the Preservation League will issue a check for the grant amount.

The check can be awarded in one of two ways. A representative of the Preservation League can make a presentation at a public gathering arranged by your group. Please contact Colleen Ryan, Director of Communications, at 518-462-5658, ext. 17, to discuss mutually agreeable arrangements and assistance with publicity. If you prefer, the check can be mailed to you.

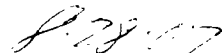
We request that you assist us in making the official announcement of your award. Specific instructions for how to proceed with media coverage are provided in a separate memorandum with this mailing. Please follow the instructions to ensure visibility of the project and proper credit. Once official press notification has occurred, we would appreciate receiving copies of any articles about this project.

On behalf of the Preservation League, I send our best wishes.

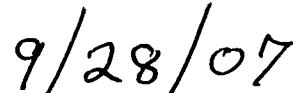
Sincerely,


Jay Di Lorenzo, President
Preservation League of New York State


Alfred Kilb, Supervisor
Town of Shelter Island



(date)



(date)

enclosure



TOWN OF SHELTER ISLAND

38 NORTH FERRY ROAD - P.O. BOX 1549
SHELTER ISLAND, NEW YORK 11964-1549

DOROTHY S. OGAR
TOWN CLERK
REGISTRAR OF VITAL STATISTICS
FREEDOM OF INFORMATION OFFICER
RECORDS ACCESS OFFICER

October 1, 2007

ADMINISTRATIVE (631)-749-1166
FAX NUMBER (631)-749-3436

Mrs. P.A.T. Hunt
P.O. Box 28
Shelter Island Heights, NY 11965-0028

Dear Mrs. Hunt:

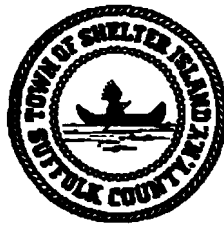
The following resolution was duly adopted by the Town Board of the Town of Shelter Island on the 28th day of September, 2007, to wit:

BE IT RESOLVED, That the Supervisor is hereby authorized and directed to execute the agreement between the Town of Shelter Island and the Preservation League of New York State to receive a grant in the amount of \$5,000.00 for the completion of an historic structure report for the Smith-Taylor cabin located on Taylor's Island.

Sincerely,

Dorothy S. Ogar
Town Clerk

DSO/soj



TOWN OF SHELTER ISLAND

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SHELTER ISLAND, NEW YORK 11964-1549

DOROTHY S. OGAR
TOWN CLERK
REGISTRAR OF VITAL STATISTICS
FREEDOM OF INFORMATION OFFICER
RECORDS ACCESS OFFICER

November 13, 2007

ADMINISTRATIVE (631)-749-1166
FAX NUMBER (631)-749-3436

Mr. Mark Ketcham
Commissioner of Public Works
Town of Shelter Island
Shelter Island, NY 11964

Dear Mr. Ketcham:

The following resolution was duly adopted by the Town Board of the Town of Shelter Island on the 9th day of November, 2007, to wit:

BE IT RESOLVED, That the Supervisor is hereby authorized and directed to credit the check received from the County Treasurer in the amount of \$47.62 to the A 1490.4.110 Public Works Town Hall grounds and beach maintenance account, and

BE IT FURTHER RESOLVED, That the Supervisor is hereby authorized and directed to credit the check received from the Preservation League of New York State in the amount of \$5,000.00 to the Taylor's Island A 8510.4.84 account.

Sincerely,

Dorothy S. Ogar
Town Clerk

DSO/soj

cc: P.A.T. Hunt ✓