



**TOWN OF SHELTER ISLAND
SHELTER ISLAND
NEW YORK**

**Taylor's Island Preservation and Management Committee
June 20, 2006
Minutes**

Members Present: Co-Chair Pat Hunt, Co-Chair Richie Surozenski, Keith Clark, Roni King, Barbara Clark, Mike Laspia

Members Absent: Supervisor Kilb

Others Present: Danielle LiCausi, Clerk

Open Meeting at 9:06 AM

The May 23, 2006 Minutes were approved as modified.

Next Meeting Date: Wednesday, July 5, 2006

Old Business:

Update on the Application Process for 501C3:

Ms. King reported that the Foundation had its organizational meeting, elected officers and opened an account at the Bank of New York to accept donations. Co-Chair Hunt reported that two donations have already been received, one for \$100 and one for \$500. Ms. King reported that she, as Treasurer, will set up Quick Books on her home laptop for the Foundation's records and that no personal financial records will be on the laptop. Ms. King further reported that Ed Shillingburg has sent in the application to the Internal Revenue Service.

National Register of Historic Places Application:

Ms. Clark reported that Ms. Pospisil has inquired if there is a special form from which she can base her architectural review; and Ms. Clark has requested that from Virginia Bartos. Co-Chair Hunt stated that she has printed out examples from the website for this purpose; and also gave a copy of the "as is" drawing from John Fokine to Ms. Clark for use by Ms. Pospisil.

Financial Business Update:

Co-Chair Hunt will follow up with Laury Dowd regarding the sale of residual shares.

Survey Update:

Co-Chair Hunt relayed that she has received AutoCAD drawings as well as 6 copies of the mainland parcel and island parcel of Taylor's Island, and has distributed one copy to John Costello, who suggested that vegetation be shown on the survey. She further reported that she has received the bill for services rendered which does require some clarification. Co-Chair Hunt further reported that Glen Just had been telephoned 3-4 times with no return call; and Chris Arfsten, DEC representative, will call with a date of availability to visit Taylor's Island. Mr. Laspia requested he be informed of the date so that TNC could possibly piggyback on this DEC visitation; which Ms. Hunt agreed to do.

Taylor's Island Website:

Co-Chair Hunt reported that the Coecles Harbor Marine Water Trail brochure with links to The Nature Conservancy and Shelter Island Kayaks is now on the site. There have been 914 visitors to date and one new guestbook signer, whose entry Co-Chair Hunt read.

LIPA Pole:

Co-Chair Surozenski and Mr. Clark reviewed and discussed the means to bring this to satisfactory completion, and agreed that Mr. Surozenski will contact an electrician.

Well:

Co-Chair Surozenski reported that he has placed a call to Randy Silvani to inquire if he wants to oversee the well, and is waiting for a response.

Update on Work at Taylor's Island:

Co-Chair Hunt reported that the porch has been roped off with signage which was reviewed by Town Attorney Laury Dowd. She also distributed minutes she drafted from the Committee's visit to Taylor's Island with John Costello. (Attached)

New Business:

The Committee reviewed and discussed the memo regarding the committee attendance policy, and acknowledged that even though we meet more frequently, every other week, we have always had a quorum. Mr. Clark suggested this Committee consider meeting once a month after the August party, which all agreed would be more accommodating.

The Committee discussed contacting contractors to request estimates for work to be accomplished on Taylor's Island, and also discussed conflict of interest and the bylaws. Mr. Laspia volunteered to e-mail TNC conflict of interest policy and bid form letter to this Committee to serve as a possible template.

Ms. King initiated conversation regarding policy and requirements for the bidding process, which the Committee reviewed and discussed and agreed that Ms. King should inquire of the Town Attorney, Town Clerk and Mr. Shillingburg; and after doing so, draft a request for bid letter.

Mr. Clark summarized the work to be done as: porch-concrete pinning, new frame structure, new deck covering, and porch roof replacement.

Co-Chair Hunt reported that at Mr. John Costello's recommendation she phoned Mr. Jay Tanski at Sea Grant in Stony Brook and was told he wouldn't be in the office until the following Tuesday (6/20/06).

When Mr. Laspia mentioned he needed to leave at 10:30 a.m. Co-Chair Hunt mentioned there were two matters that were time critical to discuss before his departure.

The Committee agreed that the time for the August 15th party be set for 12:00 – 3:00 PM, and Ms. King suggested that a "save the date" ad be published in the SI Reporter, which Co-Chair Hunt agreed to draft for review. It was also suggested that the ad request that attendees arrive via water with a shuttle service from the town dock at Congdon Road and free of charge kayaks available from Shelter Island Kayaks. Mr. Laspia said he would check with Ms. Belt at Mashomack regarding the availability of their kayaks and canoes. A rain date of August 16th was agreed upon. Co-Chair Hunt reported that music will be supplied pro bono, and also suggested that the party be limited to nonalcoholic beverages in the form of a family style picnic. The Committee discussed the need to create display boards with historical information and to designate a committee member to walk around with a clipboard asking attendees what uses they envision for Taylor's Island. Ms. King suggested she contact Island businesses to request donations for food, water, tents, etc., which the Committee agreed would be beneficial. She also suggested that the Committee schedule a special meeting just to plan for the party.

Co-Chair Hunt passed out copies of the Memorandum of Understanding Between the Town of Shelter Island and The Nature Conservancy dated August 8, 2001 to the committee members. Ms. Hunt read part numbers 8 and 9, pages 7 and 8 of the document addressing the procedure to give notice of termination of the Memorandum of Understanding rather than automatic renewal for an additional five year period. Ms. Hunt acknowledged there aren't any issues to resolve between the Town and the Conservancy, there is a new situation whereby the Town created the Taylor's Island Preservation and Management Committee and passed a resolution whereby the Committee established the Taylor's Island Foundation, a 501c3 corporation. Mr. Laspia stated he'd like the letter addressed to him since he signed the Memorandum and asked that the letter contain the words spoken above by Co-Chair Hunt. Ms. Hunt will follow-up at the Town Board work session today so a resolution to write the letter can be passed at Friday's Town Board meeting.

Three additional agenda items will be discussed at the committee's next meeting.

Meeting Adjourned at 10:38 AM.

Respectfully submitted,

Danielle LiCausi

Clerk to the Committees