



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

**Taylor's Island Preservation and Management Committee
April 10, 2012
Town Hall
Minutes**

Members Present: Co-Chairs P.A.T. Hunt and Richie Surozenski, Barbara "Buzz" Clark, Keith Clark, Carol Galligan, Mark Ketcham and Town Board Liaison Ed Brown

Members Excused: Kathy Gooding

Guest: Jay Card

Meeting called to order: 9:02 AM

A motion to accept the revised minutes of March 13, 2012 was made by Richie Surozenski and seconded by Mark Ketcham. The minutes were accepted.

Old Business:

NYSOPR&HP EPF/HP Grant:

On Wednesday, March 14, Kathy Gooding, Mark Ketcham and P.A.T. Hunt met with Jay Card at his office to talk about the bid process for the restoration of the Cabin and covered the following:

General Contractor: the fee is usually 30%. Jay said he is comfortable with the Committee following up on Carol Galligan's suggestion to see if Charles Puls would be interested in volunteering as the GC. Jay said he would be overseeing the project and would really appreciate the help since he can't be there all the time. Pat did speak with Charles Puls on March 23, and he agreed to do it.

Priorities: the roof, tower, changing the framing on the east bedroom, counter flashing, window restoration, log cabin restoration for the northeast corner of the Cabin, masonry-the stone chimney and through flashing.

Inspection: Bill Banks and Chris Tehan inspect each step.

Bond: A follow-up on Keith Clark's concern, expressed at the Committee meeting, was answered by Jay and Mark that local contractors get bonded for private and municipal jobs all the time, not a show-stopper.

WMBE: Women and Minorities have to be notified. Kathy will get a list together for windows, roofing, masonry, framing/carpentry, general contracting and building renovation.

On March 16 Kathy sent an email to Jay saying there isn't a list for window restoration or historic preservation. She attached lists for windows, roofing, masonry, general contractors and building renovation.

A question for Traci Christian is if we bid the whole job out and it comes back above budget, can we then go out with it broken up and she said yes, that bidding out the project individually usually costs more because each contractor will have mobilization costs, bonds, etc. Also Traci won't have to re-review everything if we do that.

Then there was a suggestion for the Town to buy the materials and only bid out the labor, which has pros and cons. The Committee agreed the cons outweigh the pros because if the materials aren't there when the crew arrives, it's our costly problem.

On March 28, Eric Hildebrand of ATA phoned Co-Chair Hunt to report a call he received from Stacey Matson-Zuvic of the State's Historic Preservation Office. Eric followed up with an email stating the only major change she wants to make in the plans and specs is to lower the ridge of the new hip roof on the east bedroom so the original cabin roof line and tower remain prominent. Keith thought that change would make the line up of the eaves, that Alfred was worried about, impossible. Pat will check about the eaves aligning. The hip roof is acceptable after lowering the ridge by about 16 inches and keeping the pitch at four and a half inches, which Keith confirmed is necessary.

Keeping the board and batten siding is acceptable. Taking the chimney down below the roof, providing through flashing and rebuilding are acceptable. Removing the existing brick chimney is acceptable. The balcony is to be open decking, not waterproofed with duckboard. The balcony railing is acceptable without additional material to meet current code regulations. The windows and doors cannot be replaced with new unless demonstrably beyond repair and must be assessed individually, as laid out in the guidelines.

We need to keep Stacey apprised of things as they turn up during the demolition and construction. The contractors will need to take photographs and send them to the architects for review. Eric will send the updated drawings and specs, reflecting the above items, to Stacey next week.

As soon as these changes are approved, we will be able to go ahead with the bidding.

Bulkhead/Seawall repair/restoration:

Anita Wright from the Group for the East End, Tim Purtell, a native species enthusiast, Kathy Gooding and P.A.T. Hunt went out to the Island on Thursday, March 29 to estimate how much material, primarily American Beach Grass, is needed for Areas 1 through 4. The areas to be planted should come out six to eight feet from the bulkhead. The GEE provide all the plant material and tools and the Garden Club is involved as well. The planting date chosen is Friday, April 27 at 8 a.m., with a rain date of the 28. Anita thought it would be a good to have about 15 people planting the 3000 plugs needed. Alfred Kilb also has American Beach Grass to contribute. There is no charge to us for the plantings, this is a service project of the Group for the East End.

When Committee members were at Jay Card's office, he gave Co-Chair Hunt a form with Notice of Commencement of Construction on the top half and Notice of Completion of Construction on the bottom half. Jay recommended sending it in when Areas 5 and 6 are complete.

Financial Business—March 31, 2012:

Co-Chair Hunt reported: New York Class Account balance is \$80,511.08 which includes no interest; Chase Business High Yield Savings Account is \$7,291.51 which includes interest of \$0.30. Ed Brown gave an update regarding the Taylor's Island accounts held by the Town.

2011 and 2012 Budgets:

Co-Chair Hunt to check on the receipt of the invoice sent to the Town Clerk by Andre Tchelistcheff Architects for \$7,880.00 as per the agreement which will be paid from the 2011 budget, an encumbrance from the Taylor's Island Cabin Repairs account.

Update on Work Accomplished on Taylor's Island and Future Plans:

Fourteen termite traps are planned for the Cabin's crawl space once Walter Ogar of East End Pest Control receives them on back order. On March 19 he and Co-Chair Hunt inspected the cellar. Walter advised removing wood from the cellar and keeping wood away from the Cabin. Walter will send a bill for the traps and is donating his time. The invasive Japanese knot weed is back. The previous attempts to dig it out failed. Wet newspaper with soil on top was suggested for getting rid of it, so was cutting the stem and applying white vinegar.

The two new floating docks will be installed by Costello Marine the beginning of May. Taylor's Whaler is on the west side of the highway barn. Co-Chair Hunt will check about using a slip, pre-season, at the Congdon Road dock. Keith Clark will help with launching the boat.

Two Cabin clean-up times are scheduled: Friday, April 13, 9 to 12, and Wednesday, April 18, 2 to 5.

The door lock needs to be fixed or changed.

Chamber of Commerce Art Show and Craft Fair:

On Saturday, August 25, 10-5, Jim Polychron, Harriet Reilly O'Halloran and Julie Ben-Susan said they will take shifts along with Kathy Gooding and Carol Galligan, if she isn't involved with the library.

I Love My Park Day:

The first I Love My Park Day is scheduled for Saturday, May 5. This initiative by Parks and Trails New York (PTNY) and the NYS Office of Parks, Recreation and Historic Preservation was intended for State Parks and State-owned Historic Sites yet local, municipal parks are welcome to be involved. Links to Taylor's Island and the Smith-Taylor Cabin are on the I Love My Park Day page of PTNY's website.

New Business:

No new business.

Taylor's Island Foundation News:**Update on Website and facebook:**

For the month of March our website had 310 visits with 1,577 page views. The site is now hosting a time-lapse movie of last summer's Kettle Clambake. The Islander, formerly Pat and Steve's, has a mural, painted by Catherine Needham Brigham, which includes the Smith-Taylor Cabin on the West wall. Catherine gave Co-Chair Hunt permission to photograph it and include it on the website.

To date Taylor's Island has 414 fans on facebook.

Kettle Clambake:

Co-Chair Hunt is waiting to complete the Use Agreement for the grounds of St. Gabriel's as the site for the August 2012 Kettle Clambake until Committee and Foundation members tour the grounds and decide what specific area we will be using. The date and time for the tour to be set at the May Committee meeting.

There was a discussion of whether to change the usual menu, procedure and/or prices since we will not be on the Island itself. After discussion, it was decided that the simplest thing would be to keep to the previous tradition. It was also decided that sponsorship by businesses and/or individuals would be explored.

Keith Clark suggested doing two separate functions, the traditional kettle clambake and in the fall, a picnic with hamburgers and hot dogs out on the Island--a community day rather than a fundraising day.

Shelter Island School:

Rick Osmer of the Shelter Island School phoned on March 19 regarding their kayak trip, looking at June 8 with a rain date of June 15. They would launch from Burns Road and arrive at Taylor's Island about 11, tour the Cabin and have a picnic lunch. Co-Chair Hunt explained we may be under construction by then and need to stay on the West side of the Island.

Captain Ed Clark Decoy:

Award winning decoy carver, Captain Ed Clark, told Co-Chair Hunt he is working on another decoy to donate to Taylor's Island for fundraising.

Watercolor Artist to Paint Smith-Taylor Cabin to Help Restoration:

On March 22 Co-Chair Hunt received a call from Linda Hynes, a watercolor artist and mother of Shelter Island School Superintendent Michael Hynes, who saw the article about the Smith-Taylor Cabin in *Newsday*. She does portraits of homes and has always wanted to paint an historic site. Linda offered to do the Cabin as a gift for us to use for fundraising. Co-Chair Hunt will send her a color photograph of the Cabin once the greenery fills in.

T-Shirt:

The Foundation is exploring a t-shirt design, celebrating the 2012 restoration, to be produced locally as a gift for donations received.

The next meeting date is scheduled for Tuesday, May 8, 2012.

Meeting Adjourned: 10:15 AM

Respectfully submitted,

Carol Galligan