



AGENDA

Regular Town Board Meeting February 2, 2026 at 6:00 P.M.

I. Pledge of Allegiance

II. Call to Order

The February 2, 2026 – 6:00 PM Town Board Regular Meeting at Town Hall – Town Board Room, 38 North Ferry Road, Shelter Island, NY 11964.

Attendee Name	Title	Present	Absent	Late	Arrived
Amber Brach-Williams	Supervisor				
Margaret Larsen	Deputy Supervisor				
Elizabeth Hanley	Councilmember				
Benjamin Dyett	Councilmember				
Albert Dickson	Councilmember				
Thomas Crouch	Town Attorney				
Shelby Mundy	Town Clerk				

III. Correspondence

Written correspondence not pertaining to public hearings

IV. Resolutions

Resolution 2026-

RESOLVED, that the Town Board of the Town of Shelter Island hereby directs that a public hearing be held on February 23, 2026, at 6:00 PM, or as soon thereafter, to hear any and all persons either for or against a local law entitled “A Local Law Amending Chapter 8 - Code of Ethics.”

Be it enacted by the Town Board of the Town of Shelter Island as follows:

This local law is adopted pursuant to the authority granted by Municipal Home Rule Law Section 10 (General Powers of Local Governments to Adopt and Amend Local Laws). If any section, provision or part of this local law shall be adjudged invalid or unconstitutional by a court of competent jurisdiction, then such adjudication shall not affect the validity of the local law as a whole or any section, provision or part thereof not so adjudged invalid or unconstitutional.

This local law shall take effect immediately upon filing with the Secretary of State.

Local Law No. __ of 2026

Section 1. Legislative Intent.

The Town of Shelter Island adopted updated Code of Ethics in 2023, which is implemented through the Town's Board of Ethics. This legislation reflects the Town Board and Board of Ethics' commitment to the periodic review of the Code of Ethics to ensure it remains current with applicable laws, guidance, and best practices in municipal governance. Regular evaluation and refinement of the Code promote public confidence in the integrity and accountability of Town officials, employees, and appointed representatives and ensure the ethical framework continues to serve the Town and public interest.

The Board of Ethics reviewed the current Code of Ethics and suggested recommendations to the Town Board for various updates. The Shelter Island Town Board reviewed and revised such recommendations, and wishes to adopt updates that the Town Board believes improve the current Code of Ethics, are in the interest of protecting the Town from unethical activity and providing its employees with clear guidance in performing their duties.

Section 2. Amendment.

The Chapter 8 of the Shelter Island Town Code is hereby amended by deleting the stricken words and adding the underlined words:

ARTICLE I

Standards of Conduct**§ 8-1. Purpose.**

~~Officers and employees of the Town of Shelter Island hold their positions to serve and benefit the public, and not for obtaining unwarranted personal or private gain in the exercise and performance of their official powers and duties. The Town recognizes that, in furtherance of this fundamental principle, there is a need for clear and reasonable standards of ethical conduct. Clear standards will also protect ethical public officials and rebut unfair allegations. This Code of Ethics establishes those standards.~~

Town of Shelter Island ("the Town") officers and employees are expected to perform their duties in the best interests of the public. They may, however, encounter

situations in which what is best for the Town may be different from their own or a relative's personal best interest. In such a case, there may be a "conflict of interest." Such conflicts may seriously undermine public confidence in the Town government.

The purpose of ethics law is to help Town officers and employees avoid conflicts of interest, as well as to disclose and address them when necessary to foster the public's confidence in the government.

New York State's General Municipal Law, Article 18 contains provisions prohibiting certain conflicts of interest of municipal officers and employees. That law applies to all Town employees, which includes officers, employees and advisory Board members, paid or unpaid. Town employees should familiarize themselves with Article 18. It is posted in Town Hall and on the Board of Ethics website along with a Comptroller's description of the law.

The Town has adopted its own Code of Ethics as authorized by Article 18. In addition, there is a substantial body of judge-made law ("common law") in New York addressing potential conflicts of interest. While all court decisions are specific to the facts before the court, those decisions create ethical principles that can be applied to other facts and circumstances where a reasonable person would foresee the appearance of impropriety or where conduct could seriously and substantially violate the spirit and intent of ethics regulations, even where no specific statute is violated.

The Town has enacted this Ethics Code in the interest of creating clear and reasonable standards for its officers and employees. It includes the essential requirements of Article 18, and the common law will also be applied, when needed.

§ 8-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ARTICLE 18 — New York State's General Municipal Law, Article 18.

~~FINANCIAL~~-BENEFIT — Anything of financial or other material value, whether in the form of money, property, services, loan, travel, entertainment, hospitality, or promise, or any other form. The benefit can be direct or indirect but does not include any benefit arising from the provision or receipt of any services generally available to the residents or taxpayers of the Town or an area of the Town, or a lawful class of such residents or taxpayers.

BOARD — The Town Board and any other administrative board, committee, or

other agency or body comprised of two or more Town officers or employees.

~~CODE — This Code of Ethics.~~

CODE – This Code of Ethics.

HOUSEHOLD MEMBER — Those persons residing within the same dwelling unit.

~~INTEREST IN A CONTRACT — A Town officer or employee has an interest in a contract when they, their spouse, minor child, dependent, or corporation in which the Town employee is an owner, officer or employee, would secure a financial benefit under the contract.~~

INTEREST IN A PRIVATE ORGANIZATION — A Town officer or employee is deemed to have an interest in any private organization when they, their spouse, ~~or~~ a relative, or household member, is an owner, partner, member, director, officer, employee, or directly or, in the case of a corporation, indirectly owns or controls more than 5% of the corporation's outstanding stock.

OFFICER or EMPLOYEE — Any Town officer or employee whether paid or unpaid, whether serving full-time, part-time or in an advisory capacity.

RELATIVE — A spouse, brother, sister, parent, child, grandchild, or the spouse of any of them, ~~or a household member of an officer or employee.~~

~~TOWN — The Town of Shelter Island.~~

§ 8-3. Applicability

This Code applies to the officers and employees of the Town and shall supersede any prior Town code of ethics. The provisions of this Code shall apply in addition to all applicable state and local laws relating to conflicts of interest and ethics including, but not limited to, Article 18 and all rules, regulations, policies and procedures of the Town.

§ 8-4. Prohibition on use of Town position for personal or private gain.

No officer or employee shall use their Town position or official powers and duties to secure a ~~financial~~ benefit for themselves, a relative, household member, or any private organization in which the employee is deemed to have an interest.

§ 8-5. Disclosure of interest in legislation and other matters where discretion is used.

Whenever a matter requiring the exercise of discretion, including proposed legislation,

comes before an officer or employee, either individually or as a member of a ~~board~~ Board or committee, and disposition of the matter could result in a ~~financial~~ benefit to the officer or employee, a relative of theirs, household member, or any private organization in which they are deemed to have an interest, the officer or employee shall disclose in writing the nature of the ~~financial~~ benefit.

- A. The disclosure shall be made when the matter requiring disclosure first comes before the officer or employee, or when the officer or employee first acquires knowledge of the benefit requiring disclosure, whichever is earlier.
- B. ~~In the case of a person serving in an elective office, the disclosure shall be filed with the Town Board and the Board of Ethics. In all other cases, the disclosure shall be filed with the Board of Ethics and that person's supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the officer, employee or board having the power to appoint the person's position. In addition, in the case of a person serving on a board, a copy of the disclosure shall be filed with said board and included in the minutes of the board's meeting.~~

In the case of disclosure by a Board member, the disclosure shall be made before the Board, and shall be reflected in the minutes of the Board. In all other cases, the disclosure shall be made in writing to that person's supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the officer, employee or Board having the power to appoint the person's position.

§ 8-6. Recusal and abstention.

No officer or employee may participate in any decision or take any official action with respect to any matter requiring the exercise of discretion, including proposed legislation, when they know or have reason to know that the action could confer a ~~financial~~ benefit on the employee, a relative, household member or any private organization in which the employee is deemed to have an interest. Further, once recused, that person may not be in the room (or appear via videoconferencing) when the matter is being discussed, voted on, nor participate in any discussions or communications including e-mail or text regarding it.

§ 8-7. Prohibition inapplicable; disclosure, recusal and abstention not required.

This Code's prohibition on use of a Town position (§ 8-4), disclosure requirements (§ 8-5), and requirements relating to recusal and abstention (§ 8-6), shall not apply with respect to the following matters:

- A. Adoption of the Town's annual budget;

- B. Any matter requiring the exercise of discretion that directly affects any of the following groups of people or a ~~lawful~~ similarly situated class of such ~~groups~~ people:
- (1) All or substantially all officers or employees;
 - (2) All or substantially all residents or taxpayers of the Town; or
 - (3) The general public; or
- C. Any matter that does not require the exercise of discretion, for example a ministerial action such as the issuance of license or permit upon completion of the required form.

§ 8-8. Investments in conflict with official duties.

- A. No officer or employee may acquire the following investments:
- (1) Investments that can be reasonably expected to require ~~more than~~ sporadic frequent recusal and abstention under § 8-6 of the Code; or
 - (2) Investments that would otherwise impair the person's independence of judgment in the exercise or performance of their official powers and duties.
- B. This section does not prohibit a Town officer or employee from acquiring any other investments or the following assets:
- (1) Less than 5% of the stock of a publicly traded corporation, or
 - (2) Bonds or notes issued by the Town and acquired more than one year after the date on which they were originally issued.

§ 8-9. Private employment in conflict with official duties.

- A. No officer or employee, during their tenure as an officer or employee, may engage in any private employment that may be in substantial conflict with the proper discharge of their duties, including but not limited to when:
[Amended 10-11-2023 by L.L. No. 12-2023]
- (1) It can be reasonably expected to require ~~more than sporadic~~ frequent recusal and abstention pursuant to § 8-6 of the Code, or
 - (2) It can be expected to require disclosure or use of confidential information gained by reason of serving as an officer or employee, or

- (3) It requires representation of a person or organization other than the Town in connection with litigation, negotiations, or any other matter to which the Town is a party.
- B. No officer or employee shall receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any ~~board~~ Board of which the officer or employee is a member, or has the power to appoint any member, ~~nor for compensation for services to be rendered in relation to any matter before any agency of the Town whereby compensation is to be dependent or contingent upon any action by such agency with respect to such matter.~~
- C. No officer or employed shall receive, or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any Town Board or committee ~~board~~, if the compensation is dependent or contingent upon any action by such ~~board~~ Board or committee with respect to such matter. This subsection shall not prohibit non-contingent compensation agreements ~~the fixing at any time of fees based upon the reasonable value of the services rendered.~~

§ 8-10. Future employment.

- A. No officer or employee may ask for, pursue or accept a private post-government employment opportunity with any person or organization that has a matter requiring the exercise of discretion pending before the officer or employee, either individually or as a member of a ~~board~~ Board, while the matter is pending or within the 30 days following final disposition of the matter.
- B. No officer or employee, for the one-year period after serving as an officer or employee, ~~may represent or render services to a private person or organization~~ shall appear before or communicate in any form with the Town office, Board, department or comparable organizational unit for which they served in connection with any particular matter involving the exercise of discretion ~~before the Town office, board, department or comparable organizational unit for which they served.~~
- C. ~~No Town officer or employee, at any time after serving as an officer or employee, may represent or render services to a private person or organization in connection with any particular transaction in which the employee personally and substantially participated while serving as a Town officer or employee.~~

§ 8-11. Personal representations and claims permitted.

The Code shall not be construed as prohibiting an officer or employee from representing themselves, or a relative or household member ~~their spouse or minor children~~ before the Town; or asserting a claim against the Town on their own behalf, or on behalf of a relative or household member ~~their spouse or minor children~~.

§ 8-12. Use of Town resources.

Town resources shall be used for lawful Town purposes.

- A. No officer or employee may use or permit the use of Town resources for personal or private purposes. Town resources include, but are not limited to, Town personnel, and the Town's money, vehicles, equipment, materials, supplies or other property. Provided, this provision shall not be construed as prohibiting:
 - (1) Any use of Town resources authorized by law or Town policy;
 - (2) The use of Town resources for personal or private purposes when provided to a Town officer or employee as part of their compensation; or
 - (3) The occasional and incidental use during the business day of Town telephones and computers for necessary personal matters such as family care and changes in work schedule.
- B. No officer or employee shall cause the Town to spend more than is reasonably necessary for transportation, meals or lodging in connection with official travel.

§ 8-13. Interests in Contracts.

- A. Article 18 requires no officer or employee may have an interest in a contract with the Town when such officer or employee, individually or as a member of a Board ~~board~~, has the power or duty to:
 - (1) Negotiate, prepare, authorize or approve the contract or authorize or approve payment thereunder;
 - (2) Audit bills or claims under the contracts; or
 - (3) Appoint an officer or employee who has any of the powers or duties set forth above.

- B. A Town officer or employee has an interest in a contract when they, their spouse, minor child, dependent, or a private organization in which the officer or employee has an interest, would secure a benefit under the contract.
- C. Exceptions to this prohibition are detailed in Article 18, Section 802. These include an exception for contracts entered into prior to the time a Town employee was elected or appointed, and an exception for contracts which in the aggregate do not exceed \$750 in a fiscal year
- D. Every officer and employee shall disclose interests in contracts with the Town at the time and in the manner as follows: any Town officer or employee or their spouse, minor child or dependent, who has, will have, or later acquires an interest in any actual or proposed contract, purchase agreement, lease agreement or other agreement, including oral agreements, with the Town, shall publicly disclose the nature and extent of such interest in writing to their immediate supervisor, or if a member of a Board ~~board~~ to said Board ~~board~~, and to the Board of Ethics as soon as the employee has knowledge of such actual or prospective interest. Such written disclosure shall be made part of and set forth in the official record of the proceedings of such body. Disclosure and recusal do not cure a prohibited interest.
- E. Contracts willfully entered into in violation of this section will be null, void and unenforceable.

§ 8-14. Political solicitations.

- A. No officer or employee shall directly or indirectly compel or induce a subordinate Town officer or employee to make, or promise to make, any political contribution, whether by gift of money, service or other thing of value.
- B. No officer or employee may act or decline to act in relation to appointing, hiring or promoting, discharging, disciplining, or in any manner changing the official rank, status or compensation of any Town officer or employee, or an applicant for a position as a Town officer or employee, on the basis of the giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose.

§ 8-15. Confidential information.

No officer or employee who acquires confidential information in the course of exercising or performing their official powers or duties may disclose or use such information unless the disclosure or use is required by law or in the course of exercising or performing their official powers and duties. As used in this subsection,

“confidential information” includes but is not limited to information that is made confidential by federal or state law and information the town has legally withheld under open records or open meetings laws.

§ 8-16. Gifts.

~~No Town officer or employee shall directly or indirectly, solicit any gift, or accept or receive any gift having a value of \$75 or more, whether in the form of money, property, service, loan, travel, entertainment, hospitality, or promise, or in any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence them, or could reasonably be expected to influence them, in the performance of their official duties or was intended as a reward for any official action on his their part.~~

- A. No Town officer or employee shall directly or indirectly, solicit any gift, tip or other benefit of any value for service performed in their official capacity.
- B. No Town officer or employee shall directly or indirectly accept any gift, tip, or other benefit from a person who has received or sought a benefit from the Town within the previous twenty-four months.
- C. No Town officer or employee shall accept or receive any gift having a value of \$75 or more, or aggregate gifts in that amount from the same donor in a twelve-month period.
- D. The term “gift” as used in subsections B and C above includes money, property, service, loan, travel, entertainment, hospitality, or promise, or in any other form, under circumstances in which it could reasonably be inferred that the gift was (i) intended to influence them, or could reasonably be expected to influence them, in the performance of their official duties or was (ii) intended as a reward for any official action on their part.

§ 8-17. Disclosure in certain applications.

- A. Section 809 of Article 18 imposes strict disclosure requirements on persons applying for variances, exemptions, and other approvals from local planning and zoning regulations. In general, it provides that the applicant must identify any local officer or employee who has an interest in the application. As applied to Shelter Island, every applicant for a variance, land-use amendment, change of zoning, or approval of subdivision map from the Town Board, Zoning Board of Appeals, Planning Board, Town Clerk or Building Department must disclose information pertaining to any interest that a Town

officer or employee, their spouse, parents, siblings, children, grandchildren (or the spouses of any of them) may have in the application.

- B. Section 809(5) of Article 18 provides that one who knowingly and intentionally violates this disclosure requirement shall be guilty of a misdemeanor.

ARTICLE II

Administration

§ 8-18. Board of Ethics. [Amended 5-19-2025 by L.L. No. 8-2025]

- A. Article 18, § Section 808 permits the creation of a Town Board of Ethics (also referred to as "Ethics Board"). This Code hereby authorizes the creation of such a Board ~~board~~. The Town Board believes that an independent Ethics Board will assure the public interest in applying this Code without bias or favoritism.
- B. The Board of Ethics shall consist of five members, all of whom reside in the Town of Shelter Island and who shall serve without compensation, to be appointed by the Town Board for staggered five- year terms. No member of the Board of Ethics shall otherwise be an officer or employee of the Town.
- C. Conditions of Board of Ethics membership.
 - (1) No person may be appointed as a member of the Ethics Board who is a current elected Town officer; or an officer of any local, county or state political party, association, club or independent political committee subject to regulations of the state election law; or a campaign manager, consultant or treasurer for a political party committee or individual election campaign committee or has served in such political capacity during the past 24 months.
 - (2) An Ethics Board member shall promptly resign if entering a campaign race as a candidate for public office; or as a campaign manager, consultant, or treasurer for a political party committee or individual election campaign committee; or when recusal has become prevalent for such individual for matters before the Board of Ethics.
 - (3) An Ethics Board member may be removed for cause by the Town Board upon any of the following grounds:
 - (a) Failure to meet the qualifications set forth in § ~~8-19~~ 8-18 of this

chapter; or

- (b) Substantial neglect of duty; or
- (c) Gross misconduct in office; or
- (d) Inability to discharge the powers or duties of office; or
- (e) A violation of this chapter.

D. The Ethics Board shall have the following substantive authority:

- (1) Town officers and employees may request advice from the Ethics Board concerning their personal compliance, or the compliance of an employee that they supervise, with this Code of Ethics. In response to such a request, and after due consideration, the Ethics Board shall issue a confidential advisory opinion to the requesting party.
- (2) In the event any person believes in good faith that a Town employee or officer is engaged in activity that violates this Code, they may file a complaint with the Board of Ethics. ~~The Board of Ethics will investigate such a complaint and issue an opinion on the complaint if it believes there is probable cause of a Code violation. In the absence of such, it will dismiss the complaint.~~

(a) The Board of Ethics will conduct an initial inquiry and if there is reason to believe that a Code or common law violation may have occurred, proceed with an investigation.

(b) If the Board determines as a result of its initial inquiry that there is no reason to believe a Code or common law violation may have occurred, or that the complaint is frivolous on its face or the alleged violation would be de minimis, it may dismiss it without further action.

(c) Complaints may be made anonymously, and in cases where they are not, upon request, the name of a complainant may be kept confidential to the extent consistent with due process rights of the investigated employee and completion of the matter.

- (3) The Board of Ethics may act on its own motion to initiate an investigation into an officer or an employee's alleged potential violation of this Code.
- (4) Upon the written request of the Town Board, of a Town officer or employee, or of any contracting party, the Ethics Board shall investigate and provide to the Town Board a written report and recommendation concerning any Town contract or agreement that may be void pursuant

to Article 18, Section 804. Additionally, the Ethics Board may, in its discretion, undertake such an investigation upon its own initiative, in which case it may present a report and recommendation to the Town Board.

§ 8-19. Investigations.

- A. Upon receipt of a written complaint alleging a violation of this Code or related authorities or upon determining on its own initiative that a violation ~~of the Code~~ may exist, the Ethics Board shall have the power and duty to conduct with reasonable promptness any investigation necessary to carry out the provisions of this Code. ~~Written complaints must include the name of the individual complainant. Upon request, the name of a complainant may be kept confidential. If the Board determines that a complaint is frivolous on its face or the alleged violation would be de minimis, it may dismiss it without further investigation.~~
- B. In conducting any such investigation, the Ethics Board may administer oaths or affirmations, compel attendance of witnesses, and require the production of any books or records that it may deem relevant and material. ~~The Ethics Board shall make a reasonable effort to obtain voluntary cooperation prior to exercising or enforcing their right to compel testimony.~~ Further, the Ethics Board shall take steps to ensure that every individual's right to due process is protected.
- C. Any person filing a complaint with the Ethics Board, and every person who is alleged in such a complaint to violate this Code, shall be notified in writing of the disposition of the complaint.
- D. Nothing in this section shall be construed to permit the Ethics Board to conduct an investigation of itself or of any of its members or staff. If the Ethics Board receives a complaint alleging that the Ethics Board or any of its members or staff has violated any provision of this Code, or any other law, the Ethics Board shall promptly transmit to the Town Board a copy of the complaint.

§ 8-20. Administration and reporting.

The Board of Ethics shall have the following administrative duties:

- A. To prescribe and promulgate rules and regulations governing its own internal organization and procedures in a manner consistent with this Code.
- B. To review, index, maintain on file, and dispose of complaints alleging

violations of this Code and to make notifications and conduct investigations. The Board of Ethics shall have the confidential advice of legal counsel employed by the Town or outside counsel and the services of a confidential clerk employed by the Town to keep minutes and files.

- C. To forward its opinions responding to complaints or opinions on its own motion to the Town Board with any recommendations for disciplinary actions and penalties.
- D. To make public on the Ethics Board website its opinions in a brief summary form that removes all personal identifying information.
- E. To prepare an annual report to the Town Supervisor and Town Board, summarizing the activities of the Ethics Board. The report may also recommend changes to the text or administration of this Code.
- F. ~~The Ethics Board shall~~ To periodically review this Code and the Board's rules, regulations, and administrative procedures to determine whether they promote integrity, public confidence, and participation in Town government and whether they set forth clear and enforceable ~~common sense~~ common-sense standards of conduct.
- G. To provide periodic ethics training.

§ 8-21. Penalties.

- A. Disciplinary action. Any officer or employee who engages in any action that violates any provision of this chapter may be warned, reprimanded, suspended, or removed from office or employment, and may be subject to any other sanction authorized by law or collective bargaining agreement, by the appointing authority or person or body authorized by law to impose such sanctions. A warning, reprimand, suspension, removal, or other authorized sanction may be imposed in addition to any other penalty contained in this chapter or in any other provision of law.
- B. Civil fine. Any person who violates any provision of this chapter may be subject to a civil fine not to exceed ~~\$1,500~~ \$3,000 for each violation. A civil fine may be imposed in addition to any other penalty contained in any other provision of law or in this chapter, other than a civil forfeiture. A fine may only be imposed by the Town Board, subject to a hearing and any applicable provisions of law and collective bargaining agreements, or appropriate court of law.
- C. Damages.
 - (1) Any person who violates any provision of this chapter shall be liable in

damages to the Town for any losses or increased costs incurred by the Town as a result of the violation. Such damages may be imposed in addition to any other penalty contained in any other provision of law or in this chapter, other than a civil forfeiture.

- (2) A finding of damages may only be made by the Town Board or an appropriate court of law.

D. ~~Civil~~ Penalty or civil forfeiture.

- (1) Any person who intentionally or knowingly violates any provision of this chapter may be subject to a penalty or civil forfeiture to the Town of a sum equal to three times the value of any ~~financial~~ benefit he or she received as a result of the conduct that constituted the violation. A civil forfeiture may be imposed in addition to any other penalty contained in any other provision of law or in this chapter, other than a civil fine pursuant to § 8-21B or damages pursuant to § 8-21C. Treble damages and/or civil forfeiture may only be imposed by the Town Board or a court of appropriate authority.
- (2) The Town Board may initiate an action or special proceeding, as appropriate, in a court of appropriate jurisdiction to obtain civil forfeiture, pursuant to this section.

~~E. Misdemeanor. Any Town officer or employer who intentionally violates any provision of § 8-13 shall be guilty of a Class A misdemeanor and, upon conviction thereof, shall forfeit his or her Town office or employment, subject to any applicable provisions of law and collective bargaining agreements.~~

- F. Prosecutions. The Town Board may refer any information that it receives concerning a possible criminal violation to the appropriate prosecutor or other law enforcement agency. Nothing contained in this chapter shall be construed to restrict the authority of any prosecutor to prosecute any violation of this chapter or of any other law.
- G. Limit on Ethics Board. Nothing in this section shall be construed to permit the Ethics Board to take any action with respect to any alleged violation of this chapter, or of any other law, by the Ethics Board or by any member or staff member thereof.
- H. Town Board response to the Ethics Board. The Town Board shall, within 45 days of receipt of a written referral, pursuant to this section, from the Ethics Board, respond in writing and state in sum and substance the Town Board's intention with respect to the referral.

§ 8-22. Posting and distribution.

- A. The Town Clerk will ensure that a copy of (i) Article 18, (ii) this Code, and any subsequent amendments thereto, are posted publicly and conspicuously in Town Hall and any additional buildings in which Town employees and officers conduct business.
- B. The Town Clerk will ensure that Article 18, this Code, and any subsequent amendments thereto, are posted on the Town's website, and all officers and employees of the Town will be notified by email that they should review the same, and shall periodically attest, upon hiring and at least every five years thereafter, that they have received and reviewed the Code of Ethics. The failure of an officer or employee to review the posted material does not affect either the applicability or enforceability the same.

§ 8-23. Effective date.

This Code takes effect upon the filing with the New York State Secretary of State.

Section 3. Authority.

The proposed local law is enacted pursuant to Municipal Home Rule Law §10.

Section 4. Severability.

If any section or subsection, paragraph, clause, phrase or provision of this law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part, provisions so adjudged to be invalid or unconstitutional.

Section 5. Effective Date.

This local law shall take effect upon the filing with the Secretary of State pursuant to Municipal Home Rule Law; and be it further

RESOLVED, that the Town Clerk is hereby authorized and directed to publish the following Notice of Public Hearing:

SUMMARY OF PROPOSED LAW

The purpose of this local law is to improve current Code of Ethics, within the Town Code, protect the interest of the Town from unethical activity and providing its

employees with clear guidance in performing their duties. This law will serve to protect against potential Town Employee and Officer misconduct, and protect the innocent Employee and Officer from aspersions.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, Chad Pike, 6 Bluff Avenue, has applied to the Town of Shelter Island for a permit to construct a 5' x 30' ramp up to a 5' x 100' dock with a 5' x 27' L-section at seaward end, 70' splashboard system, one 2-pile dolphin, three ladders and one bench, per plans submitted by Costello Marine dated January 9, 2024, and stamped NYSDEC approved on January 18, 2024; and

WHEREAS, a public hearing was closed on December 1, 2025, with written comment from the applicant until December 22, 2025, when the public hearing was closed; and

WHEREAS, the Town Board wishes to reopen the hearing for further review; now therefore be it

RESOLVED, that a public hearing will be held at 6:00 PM, or as soon thereafter, on Monday, March 16, 2026, in the Shelter Island Town Hall, for all interested persons to be heard in favor of or in opposition to the application.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, Sylvester Manor Educational Farm, Inc. has submitted a site plan review application for 80 North Ferry Road, designated as Tax Map Number 700-8-1-5.10, for interior and exterior renovations to the existing 1737 Manor House, including the removal of a 1960 cabana addition at north elevation, upgrades to mechanical, electrical, plumbing, and fire detection/suppression systems, a new I/A sanitary system, construction of multiple ADA access points, installation of walkways and landscaping, and the relocation of a generator, diesel fuel tank, heat pump condenser unit and transformer; now therefore be it

RESOLVED, that pursuant to Section 109-10(l) of the Code of the Town of Shelter Island, a public hearing will be held on Monday, March 16, 2026 at 6:00 PM or as soon thereafter, prevailing time, in the Shelter Island Town Hall, 38 North Ferry Road, Shelter Island, New York 11964 for all interested persons to be heard in favor of or in opposition to the proposed application.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, Bootsie LLC, 85 Shore Road (SCTM #700-13-1-18), has petitioned the Town of Shelter Island for a wetlands permit for proposed excavation, regrading, and planting within 100 feet from wetlands; and

WHEREAS, a Notice of Disapproval was issued by the Town of Shelter Island Building Department on September 19, 2025; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, the project is a Type II Action, and does not require coordination with other involved agencies; and

WHEREAS, on January 12, 2025, a public hearing was held on the subject application where public comments were received and taken under consideration; and

WHEREAS, the subject application was referred to the Town's environmental consultant C. Theresa Masin, and a report therefrom was issued on October 20, 2025; and the subject application was referred to the Conservation Advisory Council and the Planning Board, and reports were received therefrom on November 5, 2025,

and December 17, 2025, respectively, and the reports were taken into consideration; and

WHEREAS, the Town Board has reviewed said application with regard to the standards of review enumerated in Town Code § 129-5; now therefore be it

RESOLVED, that the Town Board finds that the project meets the standards enumerated in Town Code § 129-5 as, inter alia, the proposed project will not:

- Create a risk of impairing the function and value of the wetland and buffer;
- Diminish any wetland in size, unless the approving authority finds that the proposed activity is water-dependent or requires access to the wetland as a central element of its basic function and will result in the minimum possible alteration or impairment of the wetland.
- Negatively impact the quantity and quality of groundwater.
- Create a net increase in the risk of runoff; and be it further

RESOLVED, that the Town Board further finds that:

- There are no practicable alternatives which allow the project to be constructed outside the regulated area; and
- The applicant has submitted information to describe alternative site locations and configurations sufficient for a determination that the proposed work and location would have a less adverse environmental impact than any other practicable alternative; and
- The applicant will voluntarily implement, within three months of the issuance of the permit, adequate mitigation measures that will contribute to the protection and enhancement of wetlands and wetland benefits; and be it further

RESOLVED, that the Town Board hereby approves the issuance of a Wetlands Permit for the proposed excavation, regrading, and planting within 100 feet of wetlands at 85 Shore Road in accordance with the Site Plan, Planting Plan, and Revegetation prepared by Buttercup Design Group dated January 9, 2026, on the following conditions:

1. In addition to the 25' vegetated buffer proposed, the applicant shall submit a revised site plan that provides for an additional no 25' mow zone on the western side of the pond that corresponds approximately to the 17' contour line on the above-referenced site plan. The proposed vegetated buffer and no mow zone shall allow for 4' wide cleared access path to allow for access to the pond and Shore Road. Additionally, the revised site plan shall replace the additional proposed junipers on the northern end of the property with red cedars.
2. The Town Board notes that the above-referenced site plan was submitted without a stamp or seal and therefore, it is a condition of this approval that the applicant

submit a stamped or sealed site plan that conforms in all respects to the above-referenced site plan and condition #1 of this Resolution.

3. Any well installed on the property shall only have a total volume of 1 horsepower or less than 24 gpm to reduce the draw on the sensitive aquifer.

4. Any work or disturbance, and storage of construction materials shall be confined to the limit of clearing or ground disturbance shown on the approved plans.

5. The Town Board, and/or its designee, reserves the right to require additional native revegetation and/or other restoration measures, in the event that upon final inspection, a finding is made that the goals of establishing a contiguous healthy cover of native or natural vegetation, within the designated re-vegetation areas, have not been achieved.

6. A final wetland inspection shall be applied for and obtained upon completion of all permitted activities. In the event that the Town, or its designee, determines that the property is not in compliance with all of the terms and conditions of this permit, the applicant shall submit additional applications for a final wetland's inspection.

7. Two (2) copies of a final "As-Built" survey shall be submitted with the required final Wetlands inspection.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, the term of Bran Dougherty-Johnson as a member of the Community Housing Board will expire on February 9, 2026; and

WHEREAS, Mr. Dougherty-Johnson has expressed willingness to continue to serve in said capacity; now therefore be it

RESOLVED, that Mr. Dougherty-Johnson is hereby reappointed to serve as Member of the Community Housing Board for a term to expire on January 31, 2031; and be it further

RESOLVED, that Mr. Dougherty-Johnson is hereby designated and appointed as Chairman of the Community Housing Board, and that his term as Chairman shall run conterminously with his term of appointment to the Board.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, a vacancy exists on the Community Housing Board; and

WHEREAS, the Town Board has advertised for and interviewed applicants; now therefore be it

RESOLVED, that Nadine Maleh is hereby appointed to serve as member of the Community Housing Board for a term to expire on January 31, 2029.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, a vacancy exists on the Community Housing Board; and

WHEREAS, the Town Board has advertised for and interviewed applicants; now therefore be it

RESOLVED, that Matthew McCarthy is hereby appointed to serve as member of the Community Housing Board for a term to expire on January 31, 2029.

Vote Record - Town Board Resolution 2026-							
☐	Adopted			Yes/Aye	No/Nay	Abstain	Absent
☐	Adopted as Amended	Amber Brach-Williams	☐	☐	☐	☐	☐
☐	Defeated	Margaret Larsen	☐	☐	☐	☐	☐
☐	Tabled	Benjamin Dyett	☐	☐	☐	☐	☐
☐	Withdrawn	Albert Dickson	☐	☐	☐	☐	☐
☐	Failed to Move	Elizabeth Hanley	☐	☐	☐	☐	☐
☐	Rescheduled						

Resolution 2026-

WHEREAS, the Town Board of the Town of Shelter Island called for a public hearing for the purpose of utilizing Water Quality Improvement funds of \$25,000.00 for the costs associated with the water testing sponsored by the Water Advisory Board; and

WHEREAS, the Water Quality Improvement Advisory Board considers the testing to represent appropriate stewardship and management of the WQI and recommends the funding be drawn from the WQI fund; and

WHEREAS, a public hearing was duly held on December 22, 2025, for all persons to be heard in favor of or opposition to the proposed use; now therefore be it

RESOLVED, that \$25,000.00 will be utilized from the Water Quality Improvement funds for the water testing provided.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, at the Town Board Organizational Meeting held on January 5, 2026, the Town Board adopted Resolution 2026-51, which designated Town Board liaisons to various Town committees and boards; and

WHEREAS, Resolution 2026-51 designated a Primary and Secondary Liaison to the Community Housing Board; and

WHEREAS, the Town Board wishes to amend the Resolution to change the Secondary Liaison to the Community Housing Board; now therefore be it

RESOLVED, that Resolution 2026-51 is hereby amended to change the Secondary Liaison to the Community Housing Board from Margaret Larsen to Elizabeth Hanley.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, sealed bids were received by the Town Clerk's office until 3:00 PM on the 9th day of January, 2026 for the disposal of municipal solid waste and for equipment to be used for such disposal of municipal solid waste and tires generated in the Town of Shelter Island; and

WHEREAS, bids were received by the Commissioner of Public Works as follows:

		Mattituck Environmental	National Environmental Waste
Non-Recyclable MSW	2026	\$184 per ton	\$0.122 per pound or \$245 per ton
	2027	\$189 per ton	\$0.122 per pound or \$245 per ton
	2028	\$194 per ton	\$0.133 per pound or \$265 per ton
	2029	\$200 per ton	\$0.133 per pound or \$265 per ton
Tires	2026	\$385 per ton	\$0.225 per pound or \$450 per ton
	2027	\$396 per ton	\$0.225 per pound or \$450 per ton
	2028	\$408 per ton	\$0.238 per pound or \$475 per ton
	2029	\$420 per ton	\$0.238 per pound or \$475 per ton

WHEREAS, it is the recommendation of the Commissioner of Public Works that the bid be awarded to Mattituck Environmental; now therefore be it

RESOLVED, that the Town Board does hereby award said bid to Mattituck Environmental for the aforementioned prices effective as of February 1, 2026.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, sealed bids were received by the Town Clerk's office until 3:00 PM on the 13th day of January, 2026 for the purchase of liquid propane gas for the Shelter Island Town Complex and for No. 2 fuel oil for the Town of Shelter Island; and

WHEREAS, bids were received by the Commissioner of Public Works as follows:

J.W. Piccozzi for Liquid Propane Gas for 2026 based upon the Mont Belvieu, Texas rack price on the day of delivery plus a fixed differential of \$1.259 per gallon; and

J.W. Piccozzi for No. 2 Fuel Oil for 2026 based upon the Northville Refining Company's Holtsville Terminal rack price on the day of delivery plus a fixed differential of \$0.649 per gallon; and

WHEREAS, it is the recommendation of the Commissioner of Public Works that both bids be awarded to J.W. Piccozzi; now therefore be it

RESOLVED, that the contracts for the purchase of liquid propane gas and for No. 2 fuel oil for the calendar year of 2026 are hereby awarded to J.W. Piccozzi, the sole bidder, for the aforementioned prices.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

WHEREAS, the Town Board has determined that the Community Center, 1 Bateman Road, is the best location for conducting elections and early voting on Shelter Island; now therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to execute an agreement with the Suffolk County Board of Elections to permit the conduct of elections and early voting at the Community Center in the year 2026 with an option to renew for the year 2027.

Vote Record - Town Board Resolution 2026-							
	Adopted			Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams					
	Defeated	Margaret Larsen					
	Tabled	Benjamin Dyett					
	Withdrawn	Albert Dickson					
	Failed to Move	Elizabeth Hanley					
	Rescheduled						

Resolution 2026 –

RESOLVED, that the Supervisor is hereby authorized and directed to execute a contract with Emily Larsen, Independent Contractor, to provide professional design and document editing services related to the revision of the Town of Shelter Island's Comprehensive Plan.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
☐	Adopted					
☐	Adopted as Amended	Amber Brach-Williams	☐	☐	☐	☐
☐	Defeated	Margaret Larsen	☐	☐	☐	☐
☐	Tabled	Benjamin Dyett	☐	☐	☐	☐
☐	Withdrawn	Albert Dickson	☐	☐	☐	☐
☐	Failed to Move	Elizabeth Hanley	☐	☐	☐	☐
☐	Rescheduled					

Resolution 2026-

WHEREAS, Linda and James Eklund, have applied for a rebate from the Town of Shelter Island under Chapter 88 of the Shelter Island Town Code to install a Low-Nitrogen Sanitary System for property located at 59 South Midway Road, Shelter Island, New York; and

WHEREAS, the Water Quality Improvement Advisory Board (WQIAB) has reviewed the project, and recommended that a conditional rebate of up to \$12,000.00 be awarded; now therefore be it

RESOLVED, that the Town Board hereby adopts the findings of the WQIAB and approves the applicant for a conditional rebate of up to \$12,000.00 in eligible costs upon completion of the project and subject to the applicant's compliance with and completion of all terms and conditions of the conditional rebate agreement; and be it further

RESOLVED, that a copy of this resolution shall be given to the Water Quality Improvement Advisory Board and the Building Department.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

RESOLVED, that the following 2025 budget modification is hereby approved:
\$1,812.54 increase to the 2025 A2680 Insurance Recovery revenue account, to be funded by the reimbursement check from NYMIR for Claim No. TSHI-2025-011-001, and a \$1,812.54 increase to the 2025 A3120.400 Police Maintenance account.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

RESOLVED, that the following 2025 budget transfers are hereby approved:
\$5,000.00 from A1410.111 Town Clerk Overtime; and
\$670.00 from A1410.200 Town Clerk Equipment; and
\$607.00 from A1410.410 Town Clerk Association of Towns; and
\$1,475.00 from A1410.484 Town Clerk Office and Miscellaneous to the A1680.276 IT Equipment to use unused funds to purchase a 44" Contex Quattro Scanner for the purpose of digitizing documents; and

\$500.00 from A3510.431 Animal Control Veterinarian to A3120.484 Police Office and Miscellaneous to cover outstanding invoices; and

\$685.00 from A3120.491 Police Contracts to A3120.484 Police Office and Miscellaneous to cover outstanding invoices; and

\$700.00 from A3120.400 Police Maintenance to A3120.200 Police Equipment to cover outstanding invoices.

Vote Record - Town Board Resolution 2026-							
☐	Adopted			Yes/Aye	No/Nay	Abstain	Absent
☐	Adopted as Amended	Amber Brach-Williams	☐	☐	☐	☐	☐
☐	Defeated	Margaret Larsen	☐	☐	☐	☐	☐
☐	Tabled	Benjamin Dyett	☐	☐	☐	☐	☐
☐	Withdrawn	Albert Dickson	☐	☐	☐	☐	☐
☐	Failed to Move	Elizabeth Hanley	☐	☐	☐	☐	☐
☐	Rescheduled						

Resolution 2026-

RESOLVED, that the 2025 General Fund claims numbered 2468 through 2546 in the amount of \$129,408.16; and the 2025 Highway Fund claims numbered 292 through 306 in the amount of \$19,972.60; and the 2025 Community Preservation Fund claims numbered 42, 44, and 45 in the amount of \$7,230.77; and the 2025 Water Quality Improvement Fund claim numbered 43 in the amount of \$19.27 are hereby approved for payment as audited, and the Supervisor and/or any Town Board member is hereby authorized and directed to sign the approval for payment of same.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams				
	Defeated	Margaret Larsen				
	Tabled	Benjamin Dyett				
	Withdrawn	Albert Dickson				
	Failed to Move	Elizabeth Hanley				
	Rescheduled					

Resolution 2026-

RESOLVED, that the 2026 General Fund claims numbered 33 through 119 in the amount of \$306,987.65; and the 2026 Highway Fund claims numbered 2 through 24 in the amount of \$19,680.67 are hereby approved for payment as audited, and the Supervisor and/or any Town Board member is hereby authorized and directed to sign the approval for payment of same.

Vote Record - Town Board Resolution 2026-						
			Yes/Aye	No/Nay	Abstain	Absent
☐	Adopted					
☐	Adopted as Amended	Amber Brach-Williams	☐	☐	☐	☐
☐	Defeated	Margaret Larsen	☐	☐	☐	☐
☐	Tabled	Benjamin Dyett	☐	☐	☐	☐
☐	Withdrawn	Albert Dickson	☐	☐	☐	☐
☐	Failed to Move	Elizabeth Hanley	☐	☐	☐	☐
☐	Rescheduled					

V. Public Hearings

1. Public Hearing – 74 Peconic Avenue – O’Sullivan - Wetlands (Continuation)

COMMENTS –

Vote Record - Public Hearing 2026						
			Yes/Aye	No/Nay	Abstain	Absent
☐	Adjourned	Amber Brach-Williams	☐			
☐	Closed	Margaret Larsen	☐			
☐	Closed (written comment)	Benjamin Dyett	☐			
☐	Closed (specific document(s))	Albert Dickson	☐			
		Elizabeth Hanley	☐			

2. Public Hearing – 31B Dickerson Drive – Rosofsky/Coleman - Wetlands (Continuation)

COMMENTS –

Vote Record - Public Hearing 2026						
			Yes/Aye	No/Nay	Abstain	Absent
☐	Adjourned	Amber Brach-Williams	☐			
☐	Closed	Margaret Larsen	☐			
☐	Closed <i>(written comment)</i>	Benjamin Dyett	☐			
☐	Closed <i>(specific document(s))</i>	Albert Dickson	☐			
		Elizabeth Hanley	☐			

3. Public Hearing – 2 Charlie’s Lane – XV Property LLC c/o Harry & Cathy Totonis – Dock (6:02 PM)

COMMENTS –

Vote Record - Public Hearing 2026					
		Yes/Aye	No/Nay	Abstain	Absent
☐	Adjourned				
☐	Closed				
☐	Closed <i>(written comment)</i>				
☐	Closed <i>(specific document(s))</i>				

4. Public Hearing – Seagull Road Channel to Clark Creek – Shorewood Farms Inc c/o Steve Levy - Dredge (6:06 PM)

COMMENTS -

Vote Record - Public Hearing 2026					
		Yes/Aye	No/Nay	Abstain	Absent
☐	Adjourned	Amber Brach-Williams			
☐	Closed	Margaret Larsen			
☐	Closed <i>(written comment)</i>	Benjamin Dyett			
☐	Closed <i>(specific document(s))</i>	Albert Dickson			
		Elizabeth Hanley			

VI. Public Comments

VII. Closing