



MINUTES

Regular Town Board Meeting January 12, 2026 at 6:00 P.M.

I. Pledge of Allegiance

II. Call to Order

The January 12, 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	X			6:00 PM
Margaret Larsen	Deputy Supervisor	X			6:00 PM
Elizabeth Hanley	Councilmember	X			6:00 PM
Benjamin Dyett	Councilmember	X			6:00 PM
Albert Dickson	Councilmember	X			6:00 PM
Thomas Crouch	Town Attorney	X			6:00 PM
Shelby Mundy	Town Clerk	X			6:00 PM

III. Correspondence

1. *An email from Helene Starzee relating to 27 West Neck Road*

IV. Resolutions

Resolution 2026-55

WHEREAS, Christopher Chmelar & Danielle Ferrera, 13 Dickerson Drive, have petitioned the Town of Shelter Island to amend their existing wetlands permit to allow for the demolition of the existing walls to be rebuilt in the same place, as per plans submitted by Jeffrey Butler dated November 17, 2025; now, therefore be it

RESOLVED, that pursuant to Section 129-7 of the Code of the Town of Shelter Island, a public hearing will be held on Monday, February 23, 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 2026-55							
			Yes/Aye	No/Nay	Abstain	Absent	
X	Adopted						
	Adopted as Amended	Amber Brach-Williams	Voter	X			
	Defeated	Margaret Larsen	Second	X			
	Tabled	Benjamin Dyett	Voter	X			
	Withdrawn	Albert Dickson	Voter	X			
	Failed to Move	Elizabeth Hanley	Mover	X			
	Rescheduled						

Resolution 2026-56

WHEREAS, the Gordon Thompson III Revocable Trust, 8C Pheasant Lane, has petitioned the Town of Shelter Island for a permit to remove and dispose of 101' of face bulkhead and 11' of west return, and construct a new 101' of face bulkhead with an 11' of west return, in-place and in-kind, and to construct a 6' east return, for a total of 118' of bulkhead, as per plans submitted by KS Costello Marine Contracting Corp. dated June 12, 2025, and approved by the NYSDEC on July 17, 2025; and

WHEREAS, on October 20, 2025, December 1, 2025, and December 22, 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 Waterways Management Advisory Committee and the report was taken into consideration; now therefore be it

RESOLVED, that pursuant to NYCRR 617.5(c)(1), (c)(2), and (c)(9), this application is deemed a Type II action;

Reasons supporting this determination: The proposed construction consists of the replacement of 101’ of bulkhead and 11’ west return is a replacement to an existing structure and the addition of the 6’ east return is not a substantial change to the existing structure, and therefore does not require coordination with other involved agencies; and be it further

RESOLVED, that the Town Clerk is hereby authorized to issue a permit for the aforementioned construction as per specifications filed, after said applicant, pursuant to Section 53-9 of the Town Code of the Town of Shelter Island, has filed with the Town Clerk a certificate that the owner has at least three hundred thousand (\$300,000.00) dollars liability insurance on the location and operations covered by said permit, a copy of the contractor’s current Home Improvement Contractor’s License and a certificate from the contractor performing the operations covered by said permit that said contractor has an owner’s/contractor’s policy issued in favor of the Town of Shelter Island for the liability limits of at least five hundred thousand (\$500,000.00) dollars covering operation of the contractor pursuant to said permit; and be it further

RESOLVED, that said operations shall be completed within two (2) years from the date of issuance of this permit; said permit is subject to the recommended limitations and any requirements that may be necessary under the NYSDEC, the Army Corps of Engineers, and any other agencies having jurisdiction.

Vote Record - Town Board Resolution 2026-56							
X	Adopted			Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Second	X			
	Defeated	Margaret Larsen	Mover	X			
	Tabled	Benjamin Dyett	Voter	X			
	Withdrawn	Albert Dickson	Voter	X			
	Failed to Move	Elizabeth Hanley	Voter	X			
	Rescheduled						

Resolution 2026-57

WHEREAS, the term of Matthew Williamson as a member of the Waterways Management Advisory Committee will expire on February 1, 2026; and

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

RESOLVED, that Mr. Williamson is hereby reappointed to serve as Member of the Waterways Management Advisory Committee for a term to expire on February 1, 2029; and be it further

RESOLVED, that Mr. Williamson is hereby designated and appointed as Chairman of the Waterways Management Advisory Committee, and that his term as Chairman shall run conterminously with his term of appointment to the Committee.

Vote Record - Town Board Resolution 2026-57						
X			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-58

WHEREAS, the term of William Geraghty as a member of the Waterways Management Advisory Committee will expire on February 1, 2026; and

WHEREAS, Mr. Geraghty has expressed willingness to continue to serve in said capacity, now therefore be it

RESOLVED, that Mr. Geraghty is hereby reappointed to serve as Member of the Waterways Management Advisory Committee for a term to expire on February 1, 2029.

Vote Record - Town Board Resolution 2026-58						
X			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Mover	X		
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-59

WHEREAS, pursuant to Section 30(1)(h) of the Public Officers Law, a Town Officer must sign and file a constitutional Oath of Office within thirty days after the term of office begins; and

WHEREAS, Dan Halstead was appointed to serve as a member on the West Neck Water District Board of Directors for a term to expire April 25, 2028; and

WHEREAS, Peter McCracken was appointed to serve as a member and Chair of the Emergency Medical Services Advisory Board for a term to expire December 31, 2028; and

WHEREAS, Edward Katta was appointed to serve as a volunteer for the Recreation Department; and

WHEREAS, Tim Sheehan was appointed to serve as volunteer for the Recreation Department; and

WHEREAS, the above aforementioned persons have not yet signed and filed said constitutional Oath of Office; and

WHEREAS, the Town Board desires to have the aforementioned persons serve the Town of Shelter Island in their designated capacities; now therefore be it

RESOLVED, that the Town Board hereby appoints the aforementioned persons to their designated positions.

Vote Record - Town Board Resolution 2026-59						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-60

RESOLVED, that the following title changes are hereby approved, retroactive to January 10, 2026:

Anthony Reiter from Heavy Equipment Operator to Construction Equipment Operator; and

Ray Sanwald from Laborer to Automotive Equipment Operator.

Vote Record - Town Board Resolution 2026-60						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-61

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$365.00 from the A1355.491 Assessor’s Support Contracts to Apex Software, PO Box 100145, San Antonio, TX 78201 for the Apex Sketching Software renewal for the contract term of 2/01/2026 to 2/01/2027.

Vote Record - Town Board Resolution 2026-61						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-62

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$380.16 from the A3120.491 Police Department Contracts to Motorola Solutions, Inc., 13108 Collections Center, Chicago, IL 60693 for the contract term of 12/09/2025 to 12/08/2026 for the annual software car detector mobile license for four police vehicles.

Vote Record - Town Board Resolution 2026-62						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-63

RESOLVED, That the Supervisor is hereby authorized and directed to expend the sum of \$4,825.00 from the A8160.484 Landfill Office & Miscellaneous account to Creative Information Systems, Inc., PO Box 51115, Newark, NJ 07101 for the SMS Turbo Software Annual Support & Maintenance for contract term of 01/01/2026 to 12/31/2026.

Vote Record - Town Board Resolution 2026-63						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Mover	X		
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-64

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$1,033.19 from the A1330.476 Tax Receiver Computer Software to Edmunds GovTech, 301 Tilton Road, Northfield, NJ 08225 for iTax Web Portal Maintenance for the contract term of 02/01/2026 to 01/31/2027.

Vote Record - Town Board Resolution 2026-64						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-65

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$3,885.00 from the A7020.484 Recreation Department Office & Miscellaneous to RecDesk LLC, PO Box 999, Willison, VT 05495 for the annual software subscription for the contract term of 01/01/2026 to 12/31/2026.

Vote Record - Town Board Resolution 2026-65						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-66

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$8,702.56 from the A3120.491 Police Department Contracts to Lexipol, PO Box 676232, Dallas, TX 75267-6232 for the annual law enforcement procedures, manuals, and daily training bulletins for the contract term of 1/01/2026 to 12/31/2026.

Vote Record - Town Board Resolution 2026-66							
X				Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Second	X			
	Defeated	Margaret Larsen	Mover	X			
	Tabled	Benjamin Dyett	Voter	X			
	Withdrawn	Albert Dickson	Voter	X			
	Failed to Move	Elizabeth Hanley	Voter	X			
	Rescheduled						

Resolution 2026-67

WHEREAS, the Town of Shelter Island has received a donation from Mr. Greg James (There and Here LLC 2) to be used in support of the Deer and Tick Committee in the amount of \$2,500.00; and

WHEREAS, receipt of these funds was unknown at budget time; now therefore be it

RESOLVED, that the following 2026 budget revision is hereby approved: \$2,500.00 increase to the A2770 Miscellaneous Donations revenue account, to be funded by said donation check, and a \$2,500 increase to the A3510.498 Deer Reduction Management expense account; and be it further

RESOLVED, that the Town Board and the Deer and Tick Committee extend their sincere gratitude to Mr. Greg James for his generous contribution.

Vote Record - Town Board Resolution 2026-67							
X				Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Mover	X			
	Defeated	Margaret Larsen	Voter	X			
	Tabled	Benjamin Dyett	Second	X			
	Withdrawn	Albert Dickson	Voter	X			
	Failed to Move	Elizabeth Hanley	Voter	X			
	Rescheduled						

Resolution 2026-68

RESOLVED, that the following 2026 budget transfers are hereby approved: \$3,331.25 from A1220.103 Senior Account Clerk Longevity to A1010.496 Town Board Association of Towns to reflect a staff change to an employee not eligible for longevity and therefore the funds will be used to send four Town Board members to Association of Towns training; and

\$1,134.26 from A1220.101 Senior Account Clerk to A1010.496 Town Board Association of Towns to reflect a staff change and use the funds to send Town Board members to Association of Towns Training.

Vote Record - Town Board Resolution 2026-68							
X				Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Voter	X			
	Defeated	Margaret Larsen	Voter	X			
	Tabled	Benjamin Dyett	Mover	X			
	Withdrawn	Albert Dickson	Second	X			
	Failed to Move	Elizabeth Hanley	Voter	X			
	Rescheduled						

Resolution 2026-69

RESOLVED, that the following 2025 budget transfers are hereby approved:
 \$50.00 from A1330.200 Tax Receiver Equipment to A1330.484 Tax Receiver Office and Miscellaneous to transfer unused funds for equipment to office supplies; and

\$19,000.00 from A3120.100PS Police Personal Services to A3120.100OT to cover department overtime that is non-East End Drug Taskforce related; and

\$1,000.00 from A1221.491 Human Resources Service Contracts to A1221.484 Human Resources Office and Miscellaneous to transfer unused funds for contracts to office supplies; and

\$200.00 from A1010.200 Town Board Equipment to A1010.495 Town Board Print and Advertising to transfer unused funds for equipment to cover public notice advertising; and

\$160.00 from A1010.492 Town Board School, Travel, and Mileage to A1010.484 Town Board Office and Miscellaneous to transfer unused funds to office supplies; and

\$180.00 from A1110.496 Justice Court Association of Towns to A1110.499 Justice Court Stenographer to transfer unused funds for stenographer extra hours; and

\$3,000.00 from A1220.412 Supervisor ADP to A1010.497 Town Board Professional Services to transfer unused funds for additional legal counsel; and

\$550.00 from A1220.200 Supervisor Equipment to A1220.484 Supervisor Office and Miscellaneous to transfer unused funds for equipment to office supplies.

Vote Record - Town Board Resolution 2026-69						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-70

RESOLVED, that the 2025 General Fund claims numbered 2363 through 2467 in the amount of \$61,865.78; and the 2025 Highway Fund claims numbered 290 through 291 in the amount of \$518.00 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 2026-70						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-71

RESOLVED, that the 2026 General Fund claims numbered 01 through 32 in the amount of \$15,764.94; and the 2026 Highway Fund claim number 01 in the amount of \$500.00 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 2026-71						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Voter	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

V. Public Hearings

At 6:21 PM the Supervisor recessed the regular meeting and called to order the public hearing portion of the meeting.

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

COMMENTS:

1. Matt Sherman, from Sherman Engineering & Consulting, and agent for the applicant, brought the Town Board through a review of the application and its current status. He explained that the original proposal included a second-floor deck and a front-yard swimming pool, both of which have since been removed, and that the project was revised following ZBA review and approval. He stated that the Planning Board and CAC reviewed the application, with the Planning Board noting the proposal modestly stays within the building envelope.
2. C. Theresa Masin of Hamptons Environmental Land Planning stated that her current recommendation remains materially unchanged from her initial review; however, she expressed concern about the expansion of the living area and recommended that the Board request a construction plan explaining how the applicant proposes to add a second-story addition without demolishing the existing structure.
3. Councilman Dickson expressed concern about excavating a basement in the wetlands area, citing potential saltwater intrusion, as well as the size of the proposed house relative to the roughly 0.5-acre lot.
4. Ms. Masin responded that saltwater intrusion is related more to drinking water, but noted her primary concerns are with flooding and hydrostatic pressure, and again recommended to the Board that a construction protocol be requested and reviewed to ensure the existing structure would not need to be demolished.
5. Mr. Sherman stated that a construction protocol would be prepared and given to the Town Board.
6. There being no further comments, the hearing was adjourned to February 2, 2026.

Vote Record - Public Hearing 2026						
X			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 – 85 Shore Road – Bootsie SI, LLC Wetlands Permit

COMMENTS:

1. The Town Clerk read the public notice as advertised in the Shelter Island Reporter.
2. No correspondence was received in regards to this application.
3. Supervisor Amber Brach-Williams summarized the comments received from the Conservation Advisory Council related to the application and Councilwoman Margaret Larsen summarized the comments received from the Planning Board.
4. C. Theresa Masin of Hamptons Environmental Land Planning stated that she reviewed the revised plans and that they are generally consistent with the recommendations that the applicant received, but she would like the project plans to be refined.
5. Robert Herrmann, from En-Consultants, and agent for the applicant, stated to the Town Board that the infinity edge of the pool was removed from the plans and that the pool has been relocated to comply with setbacks and to remain outside of the wetlands area. He also stated that the revised plan incorporates multiple recommendations from the various Town committees and boards and that an updated, comprehensive planting and revegetation plan for the property was submitted in response to Planning Board comments.
6. Councilwoman Margaret Larsen wanted clarification that the existing storage garage, that is within the wetlands area, would remain a dry building and Mr. Herrmann confirmed yes, it would only serve as storage and would not be renovated. Councilwoman Larsen also mentioned how access to the property is by an already deteriorated roadway which may need repairing at some point.
7. Ms. Masin stated how removing soil from the site and bringing it somewhere off-site would be better than trying to use it on-site because it may increase runoff.
8. There being no further comments, Councilwoman Margaret Larsen made a motion to close the public hearing.

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

3. Public Hearing – 31B Dickerson Drive – Rosofsky/Coleman Wetlands Permit

COMMENTS:

1. The Town Clerk read the public notice as advertised in the Shelter Island Reporter.
2. No correspondence was received in regards to this application.
3. Supervisor Amber Brach-Williams summarized the comments received from the Conservation Advisory Council related to the application and Councilwoman Margaret Larsen summarized the comments received from the Planning Board.
4. C. Theresa Masin of Hamptons Environmental Land Planning stated that she reviewed the revised plans and they are consistent with the advisory reports recommendations but she would suggest having an engineer look at the revised plans for the ADA ramps included in the plan.

5. Robert Herrmann, from En-Consultants, and agent for the applicant, explained to the Town Board that the most significant revision to the plan was increasing the non-disturbance buffer from 25 feet to 30 feet to be consistent with Ms. Masin’s recommendation. He also stated that the revised plans were submitted to address comments from the various advisory boards and environmental consultant.
6. There is an unresolved question regarding a 2002 covenant that prohibited enclosing or roofing a deck within the wetlands regulated area. Mr. Herrmann argued that this covenant does not apply to the proposed porch since it is located outside the regulated area.
7. Town Attorney Thomas Crouch noted that he would like time to review the prior application and covenant and provide a memorandum to the Town Board and applicant by the end of the following week.
8. There being no further comments, the hearing was adjourned to February 2, 2026.

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

VI. Public Comments

COMMENTS:

1. Robert Waife – The speaker raised concerns about the Town Board’s 1/13/2026 work session agenda item related to a Resolution authorizing the issuance of bonds in the amount of \$2 million to acquire the property at 2 School Street, which is facing foreclosure. He questioned how taxpayer dollars would be used and emphasized the need for a clear Town plan, and cautioned the Board against purchasing land without a defined purpose.

VII. Closing

There being no further business Councilwoman Margaret Larsen offered a motion to adjourn the meeting at 8:02 PM, seconded by Councilwoman Elizabeth Hanley. The motion was carried.

Shelby Mundy
Town Clerk