



**TOWN OF SHELTER ISLAND**  
**CONSERVATION ADVISORY COUNCIL**  
**Meeting Minutes**

February 3, 2026 - 7:00 pm

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The meeting was held in-person and via ZOOM Video Conference

**Members Present:** Howard Johansen (*Chairperson*), Paulette Van Vranken, Peder Larsen, Chris Tehan, Roxanne Duvivier

**Members Excused:** Ulrich Armbrust, Dan Clark

**Town Officials Present:** Liz Hanley (*Councilwoman*)

**Attendees Present in Person:** None

**Attendees Present on Zoom:** None

**1. Meeting called to order at 7:01 pm.**

**2. Minutes:** Motion to accept January 6, 2026 CAC Meeting Minutes. Seconded. Unanimously approved.

**3. Site Plan Review**

Members expressed that it is difficult to review site plans when only one hard copy is provided for the group.

**a) Shelter Island History Museum**

CAC discussed the site plan for the museum, focusing on landscape and natural features.

Chairperson Johansen noted the absence of a manhole cover and an old outhouse on the site plan.

The building contains no basement, attic, finished space, or water service; however, electrical service is available. The applicant has proposed the installation of a sprinkler system.

Member Tehan explained that compliance with the fire code is required due to a change in use, as the building is now intended for public gatherings/meetings.

Members discussed the historical significance of the structure and the potential need for insulation and other building upgrades. Member Tehan noted that the applicants will still be required to obtain the appropriate permits from the Town prior to holding events.

Members expressed general support for the proposal, contingent upon submission of an updated site plan accurately reflecting existing site conditions and incorporating all code-required improvements to render the building habitable.

**b) Sylvester Manor Educational Farm**

Chairman Johansen explained that CAC will be focused on landscaping for this application but they would like additional direction to move forward with a recommendation.

**4. Nature Preserve Update**

The Council agreed to postpone site visits for a few weeks due to the ice and snow on the ground.

Chairperson Johansen reported that he visited Wades Beach to inspect the Salt Water Intrusion well recently installed at the site. He noted that the Town is still awaiting the results of the testing. He also informed the Council of the impact recent storms have had on the parking lot.

Members discussed the natural movement of sand in the area and the need to develop a long-term plan to manage it.

**5. Lighting/Dark Skies**

Chairperson Johansen noted the differences between the Shelter Island and Southold codes, and encouraged the rest of the Council to compare them as well.

Member Tehan reported that the Building Department has a handout about recommended types of lighting. Members discussed the challenges of enforcing lighting compliance for existing structures and the need to update the code to reflect modern lighting technologies and standards.

The Council will do a general review of the legislation and suggest improvements for discussion.

**6. Old Business**

Chairperson Johansen noted that the Town is currently working toward updating a number of codes including the Wetlands Code and the Comprehensive Plan. Councilwoman Hanley confirmed the Comprehensive Plan is currently being updated, with special attention to incorporating suggested edits.

CAC will focus on the Nature Preserves Report as soon as they can walk the properties.

**7. New Business**

The Town Board has tasked each Committee and Board to review their Mission Statement and update or revise it to ensure it aligns with current conservation goals and the Comprehensive Plan.

The Clerk will distribute the current statement and code and members will prepare suggested edits for discussion at the next meeting.

***Meeting Adjourned: 7:41 pm***

*Submitted,*

*Jessica Montgomery, Clerk*

*Conservation Advisory Council*

*(Approved 3/3/2026)*