



MINUTES

Organizational Meeting January 5, 2026 at 6:00 P.M.

I. Pledge of Allegiance

II. Swearing In Ceremony

Town Justice Mary-Faith Westervelt administered the oath of office to Supervisor Amber Brach-Williams, Councilwoman Margaret Larsen, Councilwoman Elizabeth Hanley, Town Clerk Shelby Mundy, and Superintendent of Highways Kenneth Lewis.

III. Call to Order

The January 5, 2026 – 6:00 PM Town Board Organizational 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

IV. Resolutions

Resolution 2026-1

RESOLVED, that pursuant to Resolution 450 from November 18, 2025, that the regular meetings of the Town Board of the Town of Shelter Island will be held at 6:00 p.m. in the Shelter Island Town Hall, 38 North Ferry Road, Shelter Island, New York on the following dates: January 5 and 12, February 2 and 23, March 16, April 6 and 27, May 18, June 8 and 29, July 20, August 10 and 31, September 21, October 19, November 9, December 7 and 21, 2026; and be it further

RESOLVED that pursuant to Resolution 478 from December 22, 2025, that the work sessions of the Town Board of the Town of Shelter Island will be held at 9:00 a.m. in the Shelter Island Town Hall, 38 North Ferry Road, Shelter Island, New York on the following dates: January 6, 13 and 27, February 3, 10 and 24, March 3, 10, 17, 24 and 31, April 7, 14, 21 and 28, May 5 and 12, June 2, 9, 16, 23 and 30, July 7, 14, 21 and 28, August 4, 11, 18 and 25, September 1, 15, 22 and 29, October 6, 20 and 27, November 10, 17 and 24, and December 1, 8 and 15, 2026.

Vote Record - Town Board Resolution 2026-1						
			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	Withdrawn	Albert Dickson	Voter	X		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 2026-2

RESOLVED, that the Supervisor is hereby authorized to temporarily invest Town funds not needed for immediate expenditure in certificates of deposit or special time deposit accounts in banks or trust companies of this state for highway, general and federal funds; and be it further

RESOLVED, that Chase Bank shall be the official depository for general, highway, and federal funds; and be it further

RESOLVED, that Supervisor Amber Brach-Williams, Councilwomen Margaret Larsen and Elizabeth Hanley, and Councilmen Benjamin Dyett and Albert Dickson of the Town of Shelter Island are hereby authorized to sign documents, including checks, for the Town of Shelter Island; and be it further

RESOLVED, that Judy Meringer, Barbara Bloom, and Ashleigh Sanwald are hereby authorized to make transfers of Town funds amongst designated banks.

Vote Record - Town Board Resolution 2026-2						
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 2026-3

RESOLVED, that pursuant to Town Law Section 64(11), the Shelter Island Reporter, is hereby designated as the official newspaper for the Town of Shelter Island for the year 2026.

Vote Record - Town Board Resolution 2026-3						
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	Mover	X		
	Rescheduled					

Resolution 2026-4

RESOLVED, that Town officials and employees will be reimbursed, subject to audit, at the rate of 72.5 cents per mile for their mileage on Town business for the year 2026; and be it further

RESOLVED, that Town officials and employees will be reimbursed, subject to audit, for actual and necessary expenses incurred attending training programs and professional meetings which will enhance their job skills; and be it further

RESOLVED, that a request by a Town employee or official for such meetings or travel must first receive approval of the Town Supervisor.

Vote Record - Town Board Resolution 2026-4						
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 2026-5

WHEREAS, the Association of Towns Annual Training Meeting is to be held in New York City on February 15-17, 2026; and

WHEREAS, it is required by the Association of Towns to register persons who anticipate attending the meeting in New York City in February 2026; and

WHEREAS, certain Town Officials have expressed their desire to attend said meeting; and

WHEREAS, Supervisor Amber Brach-Williams is hereby authorized to represent the Town of Shelter Island in voting in the Association Meeting; and

WHEREAS, Councilwoman Margaret Larsen is hereby designated as voting alternate; now therefore be it

RESOLVED, that the daily meals and incidentals allowance is hereby set at \$80.00 per day per official; and be it further

RESOLVED, that the transportation allowance for Town officials is hereby set at \$31.00 for each way per official for bus fare and \$1.63 for each way per official for ferriage.

Vote Record - Town Board Resolution 2026-5						
X			Yes/Aye	No/Nay	Abstain	Absent
	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 2026-6

WHEREAS, pursuant to Resolution 359 from June 8, 2001, the Town Board authorized eligible employees who wish to waive their rights to medical insurance coverage provided by the Town of Shelter Island, by applying in writing; and

WHEREAS, applications have been filed by Jennifer Beresky, Stanley Birnbaum, Barbara Bloom, Kelly Brochu, Albert Dickson, Marissa Fanelli, Joseph Finora, Judy Meringer, Michael Mitchell, Shelby Mundy, Emily Needham, Geoff Schroeder, and Mary Faith Westervelt; now therefore be it

RESOLVED, that the Town Board hereby approves the payment of salary compensation to the aforementioned applicants for the year 2026.

Vote Record - Town Board Resolution 2026-6						
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 2026-7

RESOLVED, that the Town of Shelter Island hereby establishes the following as the standard work days for elected and appointed officials and will report the following dates worked to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

<u>Elected Positions</u>	<u>Standard Work Day</u>
Town Supervisor	8 hour day
Superintendent of Highways	8 hour day
Town Clerk	7 hour day
Town Board Members	6 hour day
Town Justices	6 hour day
Receiver of Taxes	6 hour day
<u>Appointed Positions</u>	<u>Standard Work Day</u>
Exempt Secretary of Highway	8 hour day
Deputy Town Clerks (2)	7 hour day
Exempt Secretary of Town Supervisor	6 hour day
Justice Court Clerk	7 hour day
Members & Chair Planning Board	6 hour day
Members & Chair Zoning Board of Appeals	6 hour day

Vote Record - Town Board Resolution 2026-7						
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 2026-8

WHEREAS, the Town of Shelter Island has established a Town of Shelter Island Purchasing Policy and Procedures which was effective, approved, and adopted on April 7, 2025; and

WHEREAS, said policy must be reviewed annually; and

WHEREAS, the Town Board has reviewed the aforementioned policy and found no amendments are necessary at this time; now therefore be it

RESOLVED, that said policy dated April 7, 2025 is hereby approved and adopted for the year 2026.

Vote Record - Town Board Resolution 2026-8						
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 2026-9

WHEREAS, pursuant to Resolution 3 from January 10, 2023, the Town Board adopted an investment policy for the Town of Shelter Island; and

WHEREAS, said policy has been reviewed and found that no amendments are necessary at this time; now therefore be it

RESOLVED, that said policy dated January 10, 2023 is hereby approved and adopted for the year 2026.

Vote Record - Town Board Resolution 2026-9						
X	Adopted		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 2026-10

WHEREAS, Section 29(10) of the New York State Town Law requires the Town Supervisor to prepare and file with the Town Clerk, within thirty days after the expiration of the fiscal year, an annual financial report accounting for all moneys received and disbursed by the Supervisor; and

WHEREAS, Section 29(10-a) of the New York State Town Law provides that, in lieu of preparing that report, the Town Board may determine by Resolution that the Supervisor shall submit to the Town Clerk a copy of the Annual Financial Report required to be filed with the New York State Comptroller pursuant to Section 30 of General Municipal Law and that the submission to the Town Clerk shall correspond to any extension granted by the State Comptroller; and

WHEREAS, the Town Board finds that utilizing the Annual Financial Report submitted to the New York State Comptroller promotes efficiency, consistency, transparency, and compliance with state reporting requirements; now therefore be it

RESOLVED, that the Town Board hereby determines that in lieu of preparing the separate annual financial report required by Section 29(10), the Town Supervisor shall submit to the Town Clerk, within the time period prescribed in Section 30 of the General Municipal Law, a copy of the Annual Financial Report filed with the New York State Comptroller.

Vote Record - Town Board Resolution 2026-10							
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 2026-11

RESOLVED, that Councilwoman Margaret Larsen is hereby appointed to serve as Deputy Supervisor for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-11							
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 2026-12

RESOLVED, that Chief of Police James J. Read, Jr. is hereby appointed to serve as Emergency Management Coordinator for the year 2026.

Vote Record - Town Board Resolution 2026-12							
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 2026-13

RESOLVED, that Kenneth Lewis is hereby appointed to serve as Commissioner of Public Works for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-13							
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 2026-14

RESOLVED, that Jack Thilberg is hereby appointed to serve as EMS Director for the Town of Shelter Island for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-14						
			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 2026-15

RESOLVED, that Supervisor Amber Brach-Williams, Councilwomen Margaret Larsen and Elizabeth Hanley, and Councilmen Albert Dickson and Benjamin Dyett are hereby appointed to serve as Police Commissioners for the year 2026.

Vote Record - Town Board Resolution 2026-15						
			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 2026-16

RESOLVED, that Shelby Mundy is hereby appointed to serve as Registrar of Vital Statistics and Records Management Officer and that the Town Board hereby accepts the Town Clerk’s appointment of Linda Cass to serve as Deputy Town Clerk and Deputy Registrar of Vital Statistics, and Robert Mazzaferro to serve as Deputy Town Clerk and Sub-Registrar of Vital Statistics, all said appointments are for terms to run conterminously with the term of the Town Clerk.

Vote Record - Town Board Resolution 2026-16						
			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 2026-17

RESOLVED, that Alexandra Hakim is hereby appointed to serve as Town Social Worker for the Town of Shelter Island for the year 2026, to be paid at a rate of \$54.48 per hour for 12 hours per week, plus additional hours devoted to the Suffolk County Opioid Grant program at \$54.48 per hour to be reimbursed by the Suffolk County Opioid Grant.

Vote Record - Town Board Resolution 2026-17						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-18

RESOLVED, that the Town Board hereby accepts the Town Supervisor’s appointment of Judy Meringer to serve as Confidential Secretary to the Supervisor for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-18						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-19

RESOLVED, that Blanca Frausto is hereby appointed to serve as Tax Receiver Clerk and Spanish Translator for the year of 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-19						
			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 2026-20

RESOLVED, that the Town Board hereby accepts the Highway Superintendent’s appointment of Amber Wilson to serve as Exempt Secretary to the Superintendent of Highways and Commissioner of Public Works, for forty hours per week for the annual salary of \$71,750 retroactively to January 2, 2026, with a probationary period of 26 weeks.

Vote Record - Town Board Resolution 2026-20						
			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 2026-21

RESOLVED, that Marissa Fanelli and Laurene Meehan are hereby appointed to serve as Custodial Aides for the year of 2026, to be paid at a rate of \$27.00 per hour.

Vote Record - Town Board Resolution 2026-21						
			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 2026-22

RESOLVED, that Debbie Brewer and Tracy Gibbs are hereby appointed to serve as part-time Town Custodians for the year of 2026, to be paid at a rate of \$29.00 per hour.

Vote Record - Town Board Resolution 2026-22						
X			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	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 2026-23

RESOLVED, that David Clark is hereby appointed to serve as Safety and Training Officer for the Shelter Island Highway Department for the year 2026.

Vote Record - Town Board Resolution 2026-23						
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 2026-24

RESOLVED, that Tracy Gibbs and Catherine Rasmussen are hereby appointed to serve as Detention Attendants for the year 2026 to be paid at the following rate schedule:

For the first two hours or any part thereof at the rate of \$50.00 per hour;
 For each additional hour at the rate of \$25.00 per hour.

Vote Record - Town Board Resolution 2026-24						
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 2026-25

RESOLVED, that Jared Hamilton is hereby appointed to serve as Detention Attendant at a rate of \$54.11 per hour from January 1, 2026 through July 14, 2026; and a rate of \$55.73 per hour from July 15, 2025 through December 31, 2026.

Vote Record - Town Board Resolution 2026-25						
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	Voter	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-26

RESOLVED, that Beau Payne is hereby appointed to serve as Detention Attendant for the year 2026, to be paid at a rate of \$65.07 per hour.

Vote Record - Town Board Resolution 2026-26						
			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 2026-27

RESOLVED, that Amanda Hunt is hereby appointed to serve as Detention Attendant for the year 2026, to be paid at a rate of \$36.28 per hour.

Vote Record - Town Board Resolution 2026-27						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-28

RESOLVED, that John Mahoney is hereby appointed to serve as part-time Marine Patrol Officer for the year 2026, to be paid at a rate of \$36.00 per hour.

Vote Record - Town Board Resolution 2026-28						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-29

RESOLVED, that Jenny Zahler is hereby appointed to serve as Detention Attendant for the year 2026, to be paid at a rate of \$20.45 per hour.

Vote Record - Town Board Resolution 2026-29						
			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 2026-30

RESOLVED, that Reed Karen is hereby appointed to serve as Fire Marshal for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-30						
X			Yes/Aye	No/Nay	Abstain	Absent
	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 2026-31

RESOLVED, that Charles Kraus and Gregory Raymond are hereby appointed to serve as on call, as needed Maintenance Mechanics for the Home Improvement/Residential Repair Program for the year 2026, to be paid at a rate of \$27.25 per hour.

Vote Record - Town Board Resolution 2026-31						
X			Yes/Aye	No/Nay	Abstain	Absent
	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 2026-32

RESOLVED, that Michael Ceccarelli, Andrew Chapman, John Cronin, and Thomas Cronin are hereby appointed to serve as Laborers for the Home Improvement/Residential Repair Program for the year 2026, to be paid at a rate of \$27.25 per hour.

Vote Record - Town Board Resolution 2026-32						
X			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	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 2026-33

RESOLVED, that Karin Bennett, Mark Cappellino, Donna Cass, Angela Corbett, John Cronin, Laurie DePoto, Frank Emmett, Heather Fundora, Heather Lee, and Jeanne Woods, are all hereby appointed to serve as AAA drivers for the year 2026, to be paid at a rate of \$25.72 per hour.

Vote Record - Town Board Resolution 2026-33						
			Yes/Aye	No/Nay	Abstain	Absent
X	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	Mover	X		
	Rescheduled					

Resolution 2026-34

RESOLVED, that Donna Cass and Donna King are hereby appointed to serve as part time Therapeutic Activities Workers for the year 2026, to be paid at a rate of \$25.72 per hour.

Vote Record - Town Board Resolution 2026-34						
			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 2026-35

RESOLVED, that Loretta Fanelli is hereby appointed to serve as Senior Citizen Aide II for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-35						
			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 2026-36

RESOLVED, that Donna Cass is hereby appointed to serve as part time Senior Office Assistant for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-36						
			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 2026-37

RESOLVED, that Karin Bennett, Mark Cappellino, Donna Cass, Angela Corbett, John Cronin, Laurie DePoto, Frank Emmett, Heather Fundora, Heather Lee, Gerard Siller, and Jeanne Woods, are all hereby appointed to serve as Enhanced Mobility Drivers for the year 2026, to be paid at a rate of \$25.72 per hour.

Vote Record - Town Board Resolution 2026-37						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-38

RESOLVED, that Angela Corbett and Heather Lee are hereby appointed to serve as Bus Drivers for the Senior Center for the year 2026, to be paid at a rate of \$25.72 per hour.

Vote Record - Town Board Resolution 2026-38						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-39

RESOLVED, that Laurie DePoto and Heather Lee are hereby appointed to serve as CDL Drivers for the Senior Center for the year 2026, to be paid at a rate of \$30.00 per hour.

Vote Record - Town Board Resolution 2026-39						
			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 2026-40

RESOLVED, that Alison Binder is hereby appointed to serve as Food Service Worker for the year 2026, to be paid at a rate of \$20.49 per hour.

Vote Record - Town Board Resolution 2026-40						
			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 2026-41

RESOLVED, that Angela Corbett is hereby appointed to serve as on call, as needed Cook for the year 2026, to be paid at a rate of \$25.92 per hour.

Vote Record - Town Board Resolution 2026-41						
			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 2026-42

RESOLVED, that Kelsey Lechmanski is hereby appointed to serve as Assistant Recreational Leader for the year 2026, to be paid as per the 2026 budget.

Vote Record - Town Board Resolution 2026-42						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-43

RESOLVED, that Debbie Brewer, Kate Davidson, and Katie Potter are hereby appointed to serve as Assistant Recreation Leaders for the year 2026, to be paid at a rate of \$24.89 per hour.

Vote Record - Town Board Resolution 2026-43						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-44

RESOLVED, that Kyle Burns is hereby appointed to serve as Assistant Recreation Leader for the year 2026, to be paid at a rate of \$21.89 per hour.

Vote Record - Town Board Resolution 2026-44						
			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 2026-45

RESOLVED, that the following persons are hereby appointed to serve as FIT Aides for the year 2026, to be paid at an hourly rate as follows:

Debbie Brewer, Peter Miedema, and Katie Potter at \$21.15 per hour

Trent Firestine at \$20.14 per hour

Alexandra Binder at \$19.74 per hour

Michael Colligan at \$18.07 per hour

Kyle Burns at \$18.61 per hour

Vote Record - Town Board Resolution 2026-45						
			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 2026-46

RESOLVED, that Cori Cass is hereby appointed to serve as Recreation Aide for the year 2026, to be paid at a rate of \$21.15 per hour.

Vote Record - Town Board Resolution 2026-46						
			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 2026-47

RESOLVED, that Morgan Anderson, Sara Mundy and Emily Parsons are hereby appointed to serve as part time Temporary Recreation Aides for the year 2026, to be paid at a rate of \$26.00 per hour.

Vote Record - Town Board Resolution 2026-47						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-48

RESOLVED, that Catherine Brigham, Peter Miedema, Julia Weisenberg, and Stephanie Needham are hereby appointed to serve as Recreation Specialist Instructors for the year 2026, to be paid at a rate of \$30.00 per hour.

Vote Record - Town Board Resolution 2026-48						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-49

RESOLVED, that the following 2026 FIT Membership Fees are hereby approved:

FIT Fees 2026

Membership Types:	Fees:
Daily Pass	\$20/day
1-Month Membership	\$100/month
Youth Membership (Ages 14-17) *Parent/Guardian must sign them up*	\$50/year
Shelter Island Student Domiciliary (Ages 14-17) *Parent/Guardian must sign them up*	Free
College Student Membership *Must present college ID*	\$100/year
Volunteer EMT/Fire	\$175/year
Individual Membership (Ages 18 and up)	\$305/year
Family Membership (2 Adults and up to 4 Children Ages 4-24 living in the same household)	\$470/year

Vote Record - Town Board Resolution 2026-49						
			Yes/Aye	No/Nay	Abstain	Absent
<input checked="" type="checkbox"/>	Adopted					
<input type="checkbox"/>	Adopted as Amended	Amber Brach-Williams	Voter	X		
<input type="checkbox"/>	Defeated	Margaret Larsen	Voter	X		
<input type="checkbox"/>	Tabled	Benjamin Dyett	Mover	X		
<input type="checkbox"/>	Withdrawn	Albert Dickson	Second	X		
<input type="checkbox"/>	Failed to Move	Elizabeth Hanley	Voter	X		
<input type="checkbox"/>	Rescheduled					

Resolution 2026-50

RESOLVED, that Ashleigh Sanwald is hereby appointed to serve as Full-Time Provisional Account Clerk for forty hours per week for the annual salary of \$65,000 as of January 2, 2026, with a probationary period of 26 weeks and hired to be paid hourly at a rate of \$31.25 for training retroactively to December 26, 2025.

Vote Record - Town Board Resolution 2026-50						
			Yes/Aye	No/Nay	Abstain	Absent
<input checked="" type="checkbox"/>	Adopted					
<input type="checkbox"/>	Adopted as Amended	Amber Brach-Williams	Voter	X		
<input type="checkbox"/>	Defeated	Margaret Larsen	Voter	X		
<input type="checkbox"/>	Tabled	Benjamin Dyett	Voter	X		
<input type="checkbox"/>	Withdrawn	Albert Dickson	Mover	X		
<input type="checkbox"/>	Failed to Move	Elizabeth Hanley	Second	X		
<input type="checkbox"/>	Rescheduled					

Resolution 2026-51

RESOLVED, that the Supervisor’s designation of Liaisons for the specified Committees, Boards, and In-House Working Committees are as follows:

	Primary	Secondary
Boards & Committees		
Board of Ethics	Dyett	Brach-Williams
Capital Planning & Grants	Brach-Williams	Larsen
Community Housing Board	Dyett	Larsen
Community Preservation Fund Advisory Board	Hanley	Brach-Williams
Comprehensive Plan Task Force	Larsen	Brach-Williams
Conservation Advisory Council	Hanley	Brach-Williams
Deer & Tick Committee	Dyett	Dickson
Emergency Medical Services Advisory Board	Brach-Williams	Dickson

Ferry Study Group	Brach-Williams	Dickson
Green Options Committee	Dyett	Larsen
Health & Wellness Committee	Larsen	Dickson
Licensing Review Board	Dickson	Brach-Williams
Planning Board	Larsen	Dickson
Taylor's Island Preservation & Management Committee	Hanley	Brach-Williams
Water Advisory Committee	Larsen	Dyett
Water Quality Improvement Advisory Board	Dickson	Brach-Williams
Waterways Management Advisory Council	Dickson	Dyett
West Neck Water District Board of Directors	Brach-Williams	Larsen
Zoning Board of Appeals	Hanley	Larsen

In-House Working Committees

Airfield	Brach-Williams	Dyett		
IT	Brach-Williams	Dyett		
Media/Website	Brach-Williams	Dyett		
Peconic Estuary Partnership	Hanley	Larsen		
Safety	Brach-Williams	Town Attorney	David Clark	Albert Labrozzi
Shelter Island Country Club	Dickson	Dyett		
Waterways Committee	Dickson	Dyett		

Vote Record - Town Board Resolution 2026-51						
X			Yes/Aye	No/Nay	Abstain	Absent
	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 2026-52

RESOLVED, Karin Bennett, Heather Fundora, and Jeanne Woods are hereby appointed to serve as Shopping Assistance drivers for the Senior Center for the year 2026, to be paid at a rate of \$25.72 per hour.

Vote Record - Town Board Resolution 2026-52						
X			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
	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 2026-53

RESOLVED, that the Town Board of the Town of Shelter Island that the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; and be it further

RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Vote Record - Town Board Resolution 2026-53						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-54

RESOLVED, that Shelby Mundy, Town Clerk, and Linda Cass, Deputy Town Clerk, are hereby authorized to be the official signers on the Town Clerk’s checking account held at JP Morgan Chase Bank; and be it further

RESOLVED, that either authorized signer shall be permitted to sign checks drawn on said account.

Vote Record - Town Board Resolution 2026-54						
			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					

V. Public Portion

COMMENTS:

1. Robert Waife - The speaker congratulated Liz, Amber, and Meg and encouraged the Board to pursue new ideas, including reviewing B-1 zoning, expanding water infrastructure in the center of town, and allowing nonconforming uses to be discussed by the Town Board to support the Island’s future.

VI. Closing

There being no further business Councilwoman Margaret Larsen offered a motion to adjourn the Organizational Meeting at 6:44 PM, seconded by Councilman Benjamin Dyett. The motion was carried.

Shelby Mundy
Town Clerk



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						
			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 2026-60

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						
			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 2026-61

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						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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						
			Yes/Aye	No/Nay	Abstain	Absent
X	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 2026-63

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	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 2026-67

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	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 2026-68

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	Adopted		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



MINUTES

Special Town Board Meeting January 13, 2026 at 9:00 A.M.

I. Call to Order

The January 13, 2026 – 9:00 AM Special Town Board 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			9:00 AM
Margaret Larsen	Deputy Supervisor	X			9:00 AM
Elizabeth Hanley	Councilmember	X			9:00 AM
Benjamin Dyett	Councilmember	X			9:00 AM
Albert Dickson	Councilmember	X			9:00 AM
Thomas Crouch	Town Attorney	X			9:00 AM
Shelby Mundy	Town Clerk	X			9:00 AM

Supervisor Amber Brach-Williams called the special meeting to order at 10:27 AM. All Town Board members signed a waiver of notice.

II. Resolutions

Resolution 2026-72

RESOLVED, that the Town Board hereby authorizes the Town Supervisor or Town Attorney to bid on a property for purchase at a foreclosure auction.

Vote Record - Town Board Resolution 2026-72						
			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 2026-73

SUMMARY:

BOND RESOLUTION OF THE TOWN OF SHELTER ISLAND, SUFFOLK COUNTY, NEW YORK, ADOPTED JANUARY 13, 2026, AUTHORIZING THE ACQUISITION OF A PARCEL OF REAL PROPERTY FOR MUNICIPAL PURPOSES, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$2,000,000, APPROPRIATING SAID AMOUNT FOR SUCH PURPOSE AND AUTHORIZING THE ISSUANCE OF BONDS IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$2,000,000 TO FINANCE SAID APPROPRIATION.

DETAIL:

THE TOWN BOARD OF THE TOWN OF SHELTER ISLAND, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Town Board) AS FOLLOWS:

Section 1. The Town of Shelter Island, in the County of Suffolk, New York (herein called the "Town"), is hereby authorized to acquire for municipal purposes a parcel of real property located at 2 School Street, Shelter Island, New York and identified as District: 0700/Section 015.00/Block 03.00/Lot 047.000. The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and the financing thereof, is \$2,000,000 and said amount is hereby appropriated for such purpose. The plan of financing includes the issuance of bonds

of the Town, or bond anticipation notes issued in anticipation of the sale of said bonds, in the principal amount of not to exceed \$2,000,000 to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the Town to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the Town in the principal amount of not to exceed \$2,000,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the “Law”), to finance said appropriation.

Section 3. The period of probable usefulness applicable to the object or purpose for which said bonds are authorized is longer than five (5) years; however, the bonds authorized pursuant to this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds, shall mature no later than five (5) years after the date of original issuance of said bonds or notes.

Section 4. The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 5. The proposed maturity of the bonds authorized by this resolution will not exceed five years.

Section 6. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the Town, payable as to both principal and interest by general tax upon all the taxable real property within the Town. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 7. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the Town Board relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, and the powers and duties relative to executing contracts for credit enhancements and providing for substantially level or declining annual debt service, are hereby delegated to the Supervisor, the chief fiscal officer of the Town.

Section 8. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 9. This bond resolution shall take effect immediately, and the Town Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in *“The Shelter Island Reporter,”* which is hereby designated the official newspaper of the Town for such publication.

Vote Record - Town Board Resolution 2026-73						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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					

III. Closing

The special meeting was closed at 10:35 AM.



MINUTES

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		X		
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. *A letter from Matthew Fox resigning from the Planning Board*
2. *A letter from Bran Dougherty-Johnson and the other members of the Community Housing Board stating their disappointment that Elizabeth Hanley was not named as one of the Town Board Liaisons to the committee*

IV. Resolutions

Resolution 2026-74

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~~ 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 2026-74						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-75

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 2026-75						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				X
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-76

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 2026-76						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-77

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 2026-77						
X	Adopted		Yes/Aye	No/Nay	Abstain	Absent
	Adopted as Amended	Amber Brach-Williams				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 2026-78

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 2026-78						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-79

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 2026-79						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				X
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-80

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 2026-80						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-81

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 2026-81						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-82

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 2026-82						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-83

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 2026-83						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				X
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-84

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 2026-84						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-85

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 2026-85						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 –86

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 2026-86						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-87

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 2026-87							
				Yes/Aye	No/Nay	Abstain	Absent
X	Adopted						
	Adopted as Amended	Amber Brach-Williams					X
	Defeated	Margaret Larsen	Mover			X	
	Tabled	Benjamin Dyett	Second	X			
	Withdrawn	Albert Dickson	Voter	X			
	Failed to Move	Elizabeth Hanley	Voter	X			
	Rescheduled						

Resolution 2026-88

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 2026-88							
				Yes/Aye	No/Nay	Abstain	Absent
X	Adopted						
	Adopted as Amended	Amber Brach-Williams					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 2026-89

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 2026-89						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-90

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 2026-90						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				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 2026-91

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 2026-91						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams				X
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett	Second	X		
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

V. Public Hearings

At 6:23 PM the Deputy 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 (Continuation)

COMMENTS:

1. Matt Sherman, from Sherman Engineering & Consulting, and agent for the applicant was available on ZOOM. He stated how construction plans were submitted on January 19, 2026 to the Town Supervisor, Town Engineer, and Building Inspector.
2. Questions were raised about the handling of soils during construction and excavation.
3. Mr. Sherman also confirmed to the Board a question raised about whether the first-floor studs would support a second story and stated that they would support.
4. With no further questions from the Board, Councilman Albert Dickson suggested allowing the hearing to continue to be open for written comment for a certain period of time.
5. There being no further comments, the hearing was closed allowing for one additional week to receive any written correspondence.

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

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

COMMENTS –

1. The Town Board discussed the memorandum received from the Town Attorney, Thomas Crouch, regarding his opinion on the existing 2002 covenant that prohibited enclosing or roofing a deck within the wetlands regulated area. Mr. Crouch advised that because the existing deck is being removed, and a new deck built, the covenant would no longer apply. As a result, the proposed plans do not violate the covenant.
2. There being no further questions from the Board, and no further comments, the hearing was closed.

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

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

COMMENTS –

1. The Town Clerk read the public notice as advertised in the Shelter Island Reporter.
2. Jack Costello, of Costello Marine, appeared before the Board as agent for the applicant. He stated that the Waterways Management Advisory Committee (WMAC) had already approved this dock application, and that it is a pre-existing nonconforming structure. He asserted that certain provisions of the Town Code cited by the WMAC were not applicable, and that the questions regarding the Code were only raised after the approval, so now the interpretation of the Code is a matter for the Town Board and Town Attorney.
3. The applicant, Harry Totonis, was also present and stated to the Board that the length of the dock is primarily because there isn’t a huge depth of water at the location. He explained that shortening the dock would result in insufficient water depth at low tide. Mr. Totonis also referenced written support submitted by a former WMAC Member.
4. Councilwoman Margaret Larsen noted there have been no changes to the application since the WMAC’s review and felt it not necessary to return the application back to the WMAC despite Councilman Albert Dickson’s request that the WMAC review the application again. Councilman Dickson cited concerns regarding the dock length and stated that he felt that the WMAC may not have fully understood the proposal.
5. The Town Board discussed whether additional feedback from the WMAC was necessary.
6. There being no further questions from the Board, and no further comments, the public hearing was closed and the application not referred back to the WMAC.

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

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

COMMENTS –

1. The Town Clerk read the public notice as advertised in the Shelter Island Reporter.
2. Councilman Albert Dickson asked how frequently the applicant conducts dredging. Jack Costello, of Costello Marine and agent for the applicant, responded that dredging occurs every couple of years.
3. It is noted that the spoils are placed within a designated area, and there have been no prior complaints from neighboring property owners.
4. There being no further questions from the Board, and no further comments, the public hearing was closed.

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

VI. Public Comments

There were no comments from the public.

VII. Closing

There being no further business, Councilwoman Margaret Larsen offered a motion to adjourn the meeting at 6:52 PM, seconded by Councilwoman Elizabeth Hanley. The motion was carried.

Shelby Mundy
Town Clerk



MINUTES

Special Town Board Meeting February 10, 2026 at 9:00 A.M.

I. Call to Order

The February 10, 2026 – 9:00 AM Special Town Board Meeting at Town Hall – Town Board Room, 38 North Ferry Road, Shelter Island, NY 11964 and 216 Strand Square, Vero Beach, FL 32963.

Attendee Name	Title	Present	Absent	Late	Arrived
Amber Brach-Williams	Supervisor	X			9:00 AM
Margaret Larsen	Deputy Supervisor	X			9:00 AM
Elizabeth Hanley	Councilmember	X			9:00 AM
Benjamin Dyett	Councilmember	X (ZOOM)			9:00 AM
Albert Dickson	Councilmember	X			9:00 AM
Thomas Crouch	Town Attorney	X			9:00 AM
Shelby Mundy	Town Clerk	X			9:00 AM

Supervisor Amber Brach-Williams called the special meeting to order at 11:11 AM. All Town Board members present signed a waiver of notice.

II. Resolutions

Resolution 2026 –92

WHEREAS, Chapter 581 of the New York State Laws of 2025 provides for an amendment of Real Property Tax Law § 467 to adjust exemption percentages for senior citizens up to 65% based on a sliding scale; and

WHEREAS, Real Property Tax Law § 467(1)(a) allows a municipality to amend the exemption percentage for senior citizens by resolution after a public hearing; now, therefore, be it

RESOLVED, that a public hearing will be held on February 23, 2026, at 6:00 p.m., or as soon thereafter, in the Shelter Island Town Hall, to hear any and all persons either for or against a proposal to increase the senior property tax exemption percentage to up to 65% based on a sliding scale pursuant to Real Property Tax Law § 467.

Vote Record - Town Board Resolution 2026-92							
			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 2026-93

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 p.m., or as soon thereafter, to hear any and all persons either for or against a local law entitled “A Local Law Amending Chapter 115 – Taxation – Article VI Exemption for Volunteer Firefighters and Ambulance Workers.”

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

Article VI Exemption for Volunteer Firefighters and Ambulance Workers

§ 115-21 Exemption Granted.

Real property owned by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service or such enrolled member and spouse, or un-remarried spouse of a volunteer firefighter or volunteer ambulance worker as specified below, shall be exempt from taxation to the extent of 10% of the assessed value of such property for Town purposes, exclusive of special assessments.

§ 115-22 Criteria for exemption; application; effect on other benefits.

A. Such exemption shall not be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service residing in the Town of Shelter Island unless:

- (1) The applicant resides in the Town or village which is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;
- (2) The property is the primary residence of the applicant;
- (3) The property is used exclusively for residential purposes; provided, however, that, in the event any portion of such property is not used exclusively for the applicant’s residence but is used for other purposes, such portion shall be subject to taxation, and the remaining portion only shall be entitled to the exemption provided by this article; and
- (4) The applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company or fire department as an enrolled member of such incorporated volunteer fire company or fire department for at least ~~five~~ two years, or the applicant has been certified by the authority having jurisdiction for the incorporated voluntary ambulance service as an enrolled member of such incorporated voluntary ambulance service for at least ~~five~~ two years.

B. Any enrolled member of an incorporated voluntary fire company, fire department, or incorporated voluntary ambulance service who accrues more than 20 years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, shall be granted the ten-percent exemption as authorized by this section for the remainder of his or her life as long as his or her primary residence is located within the Town of Shelter Island.

C. The unremarried spouse of a volunteer firefighter or volunteer ambulance worker killed in the line of duty may continue the above exemption if:

- (1) Such unremarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire department or volunteer ambulance service as an unremarried spouse of a deceased enrolled member of such fire department or ambulance service; and
- (2) Such deceased volunteer had been an enrolled member for at least ~~five~~ two years; and
- (3) Such deceased volunteer and unremarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

D. The unremarried spouse of a volunteer firefighter or volunteer ambulance worker may continue the above exemption regardless of the cause of death of the deceased volunteer if:

- (1) Such unremarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire department or volunteer ambulance service as an unremarried spouse of a deceased enrolled member of such fire department or ambulance service; and
- (2) Such deceased volunteer had been an enrolled member for at least 20 years; and
- (3) Such deceased volunteer and unremarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

E. Incorporated volunteer fire companies, fire departments, and incorporated volunteer ambulance services shall file lists of its enrolled members eligible for the exemption provided by this article with the Shelter Island Assessor on or before the taxable status date on a form as prescribed by the State Board of Real Property Services.

F. No applicant who is a volunteer firefighter or volunteer ambulance worker who, by reason of such status, is receiving any benefit under the provisions of any other law on the effective date of this section, shall suffer any diminution of such benefit because of the provisions of this section.

Vote Record - Town Board Resolution 2026-93						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	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 2026-94

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 p.m., or as soon thereafter, to hear any and all persons either for or against a local law entitled “A Local Law Amending Chapter 115 – Taxation – Article VIII Exemption for Accessory Dwelling Units and Article IX Tax Bill Enclosures.”

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

Article VIII Exemption for Accessory Dwelling Units

§ 115-25 Exemption granted; eligibility requirements; limitations.

- A. Pursuant to Real Property Tax Law § 421-p, a qualifying accessory dwelling unit, defined as an “Accessory Apartment” under Section 133-1(B) of the Town Code of the Town of Shelter Island, constructed, reconstructed, altered, or improved after the effective date of this local law that provides independent living facilities for one or more persons on a year round basis, shall be exempt from the increase in assessed value attributable to the qualifying accessory dwelling unit, limited to a \$200,000.00 increase as determined in the initial year of the exemption for a period of five years. ~~Where the equalization rate equals or exceeds 95%, the increase in assessed value shall equal the market value.~~ The exemption shall be reduced over an additional five-year period as follows:
 - (1) In the subsequent three years of the additional period, the exemption shall decrease each year by twenty-five percent of the exemption base.
 - (2) In the final two years of the additional period, the exemption shall decrease by a further ten percent during each of the final two years.

Exemption to be as follows:

Year:	Exemption Percentage
1 through 5	100%
6	75%
7	50%
8	25%
9	15%
10	5%

- (3) The exemption shall expire at the end of the additional five-year period.

B. In order to be eligible for this exemption, a qualifying accessory dwelling unit must have a value of reconstruction, alteration, improvement, or new construction costs of at least \$3,000.00, must not include ordinary maintenance and repairs, and must be located on the same parcel as a single-family residence.

Article ~~VIII~~ IX Tax Bill Enclosures

§ ~~115-25~~ 26 Definitions.

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

ENCLOSURES – A notice, circulate, pamphlet, card, handbill, “QR” code, or other enclosure concerning a matter of public concern of service.

§ ~~155-26~~ 27 Authorization for tax bill enclosures.

The Tax Receiver of Shelter Island shall include with a tax bill of the Town of Shelter Island certain enclosures so long as:

- A. The enclosure has been authorized by a resolution of the Town Board;
- B. The enclosure includes a notation that it is included "by order of the Town of Shelter Island";
- C. The enclosure does not reference an elected official by name, but only the title of the office; and
- D. The enclosure does not include any matter that is of a political nature, is propaganda, or any type of advertising.

Vote Record - Town Board Resolution 2026-94				Yes/Aye	No/Nay	Abstain	Absent
<input type="checkbox"/>	Adopted						
<input checked="" type="checkbox"/>	Adopted as Amended	Amber Brach-Williams	Mover	X			
<input type="checkbox"/>	Defeated	Margaret Larsen	Voter			X	
<input type="checkbox"/>	Tabled	Benjamin Dyett	Voter	X			
<input type="checkbox"/>	Withdrawn	Albert Dickson	Second	X			
<input type="checkbox"/>	Failed to Move	Elizabeth Hanley	Voter	X			
<input type="checkbox"/>	Rescheduled						

III. Closing

The special meeting was closed at 11:22 AM.

Shelby Mundy
Town Clerk



MINUTES

Special Town Board Meeting March 3, 2026 at 9:00 A.M.

I. Pledge of Allegiance

II. Call to Order

The March 3, 2026 – 9:00 AM Town Board Special 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			9:00 AM
Margaret Larsen	Deputy Supervisor	X			9:00 AM
Elizabeth Hanley	Councilmember	X			9:00 AM
Benjamin Dyett	Councilmember		X		
Albert Dickson	Councilmember	X			9:00 AM
Thomas Crouch	Town Attorney	X			9:00 AM
Shelby Mundy	Town Clerk	X			9:00 AM

III. Correspondence

- A Memo from the Town Clerk related to the permissive referendum for the purchase of a new East Genesis Unloader Trailer from the Highway Capital Reserve Fund stating no petition was filed and the purchase is now authorized to move forward*
- A letter from Dr. Julia Weisenberg resigning from her position as committee member on the WQI*
- An email from Helene Starzee related to 27 West Neck Road*
- An email from David Lopez related to the 2 School Street potential acquisition*
- An email from Bob Fredericks related to the 2 School Street potential acquisition*

IV. Resolutions

Resolution 2026-95

WHEREAS, Ingrid and Robert Fagen, 1 Tarkettle Road, have petitioned the Town of Shelter Island for permission to construct a staircase leading up to a 4’x20’ fixed catwalk leading to a 4’x50’ ramp down to a 4’x26’ kayak launch and install two ladders, per revised plans submitted by Costello Marine, last revised December 3, 2025 and stamped NYSDEC approved on January 16, 2026; now, therefore, be it

RESOLVED, that pursuant to Section 53 of the Code of the Town of Shelter Island, a public hearing will be held on Monday, April 6, 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 2026-95						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-96

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, April 6, 2026 at ~~9:00 AM~~ 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 2026-96						
			Yes/Aye	No/Nay	Abstain	Absent
<input type="checkbox"/>	Adopted					
<input checked="" type="checkbox"/>	Adopted as Amended	Amber Brach-Williams	Second	X		
<input type="checkbox"/>	Defeated	Margaret Larsen	Mover	X		
<input type="checkbox"/>	Tabled	Benjamin Dyett				X
<input type="checkbox"/>	Withdrawn	Albert Dickson	Voter	X		
<input type="checkbox"/>	Failed to Move	Elizabeth Hanley	Voter	X		
<input type="checkbox"/>	Rescheduled					

Resolution 2026-97

WHEREAS, Chapter 581 of the New York State Laws of 2025 provides for an amendment of Real Property Tax Law § 467 to adjust exemption percentages for senior citizens up to 65% based on a sliding scale; and

WHEREAS, Real Property Tax Law § 467(1)(a) allows a municipality to amend the exemption percentage for senior citizens by resolution after a public hearing; now, therefore, be it

RESOLVED, that a public hearing will be held on Monday, April 6, 2026, at 6:00 p.m., or as soon thereafter, in the Shelter Island Town Hall, to hear any and all persons either for or against a proposal to increase the senior property tax exemption percentage to up to 65% based on a sliding scale pursuant to Real Property Tax Law § 467.

Vote Record - Town Board Resolution 2026-97						
			Yes/Aye	No/Nay	Abstain	Absent
<input checked="" type="checkbox"/>	Adopted					
<input type="checkbox"/>	Adopted as Amended	Amber Brach-Williams	Mover	X		
<input type="checkbox"/>	Defeated	Margaret Larsen	Voter	X		
<input type="checkbox"/>	Tabled	Benjamin Dyett				X
<input type="checkbox"/>	Withdrawn	Albert Dickson	Second	X		
<input type="checkbox"/>	Failed to Move	Elizabeth Hanley	Voter	X		
<input type="checkbox"/>	Rescheduled					

Resolution 2026-98

RESOLVED, that the Town Board of the Town of Shelter Island hereby directs that a public hearing be held on March 16, 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~~ 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 2026-98						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-99

WHEREAS, the Town Board approved the resolution for the wetlands permit for Bootsie LLC, 85 Shore Road (SCTM #700-13-1-18) on February 2, 2026; and

WHEREAS, the approval resolution contains an error regarding the correct approved set of plans, which should state: “in accordance with the Site Plan prepared by Buttercup Design Group dated December 9, 2025, and Planting and Revegetation Plan prepared by Buttercup Design Group dated January 9, 2026” and as a result, condition #1 of the previously-approved resolution is amended and condition #2 of the previously-approved resolution is removed; and now, therefore, be it

RESOLVED, that the corrected resolution for a wetlands permit shall state: “WHEREAS, the 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, 2026, 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 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; and 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

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

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 prepared by Buttercup Design Group dated December 9, 2025, and Planting and Revegetation Plan 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 25' no 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 applicant shall submit a revised planting plan that depicts proposed eastern red cedars in place of the proposed Chinese junipers in the northern corner of the property.
2. 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.
3. 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.
4. 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.
5. 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.

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

Vote Record - Town Board Resolution 2026-99						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-100

WHEREAS, Courtenay O’Sullivan, 74 Peconic Avenue (SCTM #700-25-1-6), has petitioned the Town of Shelter Island for a wetlands permit to construct a new second floor addition of 1,022 square feet within the existing footprint of the residence, which is located 56.2’ from wetlands; to construct a new 241 square foot second floor roof deck located 56.2’ from wetlands; to demolish the existing first floor deck and construct a new 414 square foot deck and pergola located 49.6’ from wetlands; to demolish a 30 square foot entry deck and construct a new 57 square foot porch; to demolish a 4 square foot step and replace with two 20 square foot steps; to relocate AC units to pad 75’ from wetlands; to construct a new section of poured concrete foundation with emergency escape window well within the existing footprint of the residence; to add 3 drywells for outdoor shower and roof runoff; to install a new low-nitrogen I/A sanitary system; and to establish a naturally vegetated non-disturbance/non-fertilization buffer, Town of Shelter Island, Suffolk County, New York; and

WHEREAS, a Notice of Disapproval was issued by the Town of Shelter Island Building Department on May 23, 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, the Zoning Board of Appeals, by determination dated October 27, 2025, Appeal #10-2025, approved area variances in connection with the proposed first floor deck and pergola, new steps, and outdoor shower; approved a request for special permit for the proposed second floor addition, new steps, and outdoor shower; and denied a request for special permit for the proposed second floor roof deck; and noted in the determination that the applicant withdrew requests for approval of a swimming pool and relocation of the AC units; and

WHEREAS, on July 21, 2025, September 8, 2025, October 20, 2025, January 12, 2026, and February 2, 2026, a public hearing was held on the subject application where public comments were received and taken into consideration; and

WHEREAS, the subject application was referred to the Town’s environmental consultant Theresa Masin, and a report was issued therefrom on June 18, 2025; and the subject application was referred to the Conservation Advisory Council and the Planning Board, and reports were received therefrom on July 2, 2025, and June 23, 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

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

RESOLVED, that the Town Board hereby approves the issuance of a Wetlands Permit for the proposed demolition, construction, and addition at 74 Peconic Avenue in accordance with the Proposed Site Plan prepared by Matthew Benjamin Sherman dated January 7, 2026, Landscape Plan prepared by Kristian Clark dated May 1, 2025, and architectural drawings prepared by Pospisil & Brown Architects, P.C. dated February 3, 2025, subject to the following conditions:

1. Submission of a revised set of architectural drawings that eliminate the second floor roof deck per Zoning Board of Appeals denial.
2. Submission of a revised Planting Plan which provides for a 25' vegetated buffer and removes the proposed swimming pool which the applicant withdrew from the ZBA application. Additionally, the planting plan needs to be revised to eliminate the proposed *Rosa rugosa* and replace with beach grass (*Ammophila breviligulata*). The vegetated buffer shall allow for the establishment of a 4' wide pedestrian path.
3. All fill excavated as a result of this project must be trucked to an off-site location.
4. Any well installed on the property shall have a low-flow pump (5 gallons per minute ~~or less~~) and have a holding tank installed in the basement to reduce the draw on the sensitive aquifer.
5. Leaders and gutters shall be installed, directing roof runoff into subsurface drywells or other approved drainage structures, to minimize stormwater runoff.
6. 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.
7. Prior to the commencement of any construction activities, a continuous line of trenched in wire backed silt screen shall be staked as necessary to prevent runoff from the property. The screen shall be maintained, repaired and replaced as often as necessary to ensure proper function, until all disturbed areas are permanently vegetated. Sediments trapped by the screen shall be

removed away from the screen to an approved upland location before the screen is removed. The wire backed silt fence shall be a minimum of 14-gauge wire, with a six-inch (6”) mesh spacing. The 36-inch posts shall be driven a minimum of 16-inches into the ground and set no more than ten feet apart. Silt fencing shall be recessed by trenching six inches into the ground.

8. All areas of soil disturbance resulting from project shall be re-vegetated, and mulched immediately upon completion of the project, within two (2) days of final grading, or by the expiration date of the wetland permit, whichever is first. If re-vegetation is impractical due to time of year, temporary mulch shall be applied and final re-vegetation performed as soon as weather conditions favor germination and growth.
9. 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.
10. 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.
11. Two (2) copies of a final “As-Built” survey shall be submitted with the required final Wetlands inspection.
12. Applicant shall not remove any ground or surface water in the process of excavation.

Vote Record - Town Board Resolution 2026-100						
			Yes/Aye	No/Nay	Abstain	Absent
	Adopted					
X	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-101

WHEREAS, Meryl S. Rosofsky and Stuart H. Coleman, 31B Dickerson Drive (SCTM #700-22-2-22.2), have petitioned the Town of Shelter Island for a wetlands permit to demolish a 243 square foot sunroom; to demolish a 16 square foot chimney; to demolish an 824 square foot pool patio located 64’ from wetlands; to demolish a wood retaining wall 64’ from wetlands; to demolish a 15’ x 39’ pool and construct a new 14’ x 42’ pool located 71’ from wetlands; to demolish a gazebo with 44 square feet of stairways and walkways located 43’ from wetlands; to demolish 2,262 square feet of asphalt driveway and construct a new permeable driveway located approximately 76’ from wetlands; to demolish two circular stone walls and a raised 418 square foot deck with stairs and a wood retaining wall; to construct a new first floor addition of 166 square feet located 94’ from wetlands; to construct a new second floor addition with 14 square feet and 125 square feet of second floor deck/balcony above the first floor addition located 94’ from wetlands; to construct a new raised deck of 1,491 square feet with a 129 square foot trellis above and 52 square feet of stairs located 75’ from wetlands; to construct a new 347 square foot ADA compliant ramp from the residence to the existing dock; to bring in approximately 110 cubic yards of sand and loam to backfill abandoned pool and establish proposed grade for

new driveway; to establish a naturally vegetated non-disturbance/non-fertilization buffer; and to install 3 drywells within 100' regulated area for swimming pool and runoff, Town of Shelter Island, New York; and

WHEREAS, a Notice of Disapproval was issued by the Town of Shelter Island Building Department on August 11, 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, 2026, and February 2, 2026, a public hearing was held on the subject application where public comments were received and taken into consideration; and

WHEREAS, the subject application was referred to the Town's environmental consultant Theresa Masin, and a report was issued therefrom on November 8, 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 January 7, 2026, 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

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

RESOLVED, that the Town Board hereby approves the issuance of a Wetlands Permit for the proposed demolition, construction, and addition at 31B Dickerson Drive in accordance with "31B Dickerson" prepared by Mary Ballard Ward, AIA, dated February 25, 2025 and last revised January 12, 2026 (Sheet G1.0, L1.0, and L2.1), and structural plans and elevations prepared by DiLandro Andrews Engineering dated November 13, 2024, subject to the following conditions:

1. The Applicant shall provide a 30' vegetated buffer as shown on the above-referenced revised plans prepared by Mary Ballard Ward, AIA. The 30' vegetated buffer shall include a 4' wide pedestrian path.
2. The Applicant shall record a new covenant which prohibits the enclosure of the approved deck within the 100' regulated area. The Town Attorney shall

review and approve proposed covenant before Applicant records said covenant.

3. The Applicant shall direct the discharge from the existing pool into drywells.
4. Dewatering for the purposes of swimming pool construction and installation is strictly prohibited.
5. Leaders and gutters shall be installed, directing roof runoff into subsurface drywells or other approved drainage structures, to minimize stormwater runoff.
6. 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.
7. Prior to the commencement of any construction activities, a continuous line of trenched in wire backed silt screen shall be staked as necessary to prevent runoff from the property. The screen shall be maintained, repaired and replaced as often as necessary to ensure proper function, until all disturbed areas are permanently vegetated. Sediments trapped by the screen shall be removed away from the screen to an approved upland location before the screen is removed. The wire backed silt fence shall be a minimum of 14-gauge wire, with a six-inch (6”) mesh spacing. The 36-inch posts shall be driven a minimum of 16-inches into the ground and set no more than ten feet apart. Silt fencing shall be recessed by trenching six inches into the ground.
8. All areas of soil disturbance resulting from project shall be re-vegetated, and mulched immediately upon completion of the project, within two (2) days of final grading, or by the expiration date of the wetland permit, whichever is first. If re-vegetation is impractical due to time of year, temporary mulch shall be applied and final re-vegetation performed as soon as weather conditions favor germination and growth.
9. 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.
10. 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.
11. Two (2) copies of a final “As-Built” survey shall be submitted with the required final Wetlands inspection.

Vote Record - Town Board Resolution 2026-101						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-102

WHEREAS, XV Property LLC c/o Harry & Cathy Totonis, 2 Charlie's Lane (SCTM #700-23-1-24.8), has petitioned the Town of Shelter Island for a permit for modification of their preexisting dock to remove 16 piles and 192 square feet off the seaward end of the stationary dock; to construct a 4' x 6' platform with a 3' x 12' aluminum ramp leading onto a 5' x 40' floating dock secured with two anchor piles; and to supply and install four tie-off piles and add six fender piles, as per plans prepared by KS Costello Marine Contracting Corp. dated June 24, 2024, and approved by the NYSDEC on November 19, 2024; and

WHEREAS, the applicant submitted revised plans to remove 16 piles and 192 square feet off the seaward end of the stationary dock; to construct a 4' x 6' platform with a 3' x 12' aluminum ramp leading onto a 5' x 38'4" floating dock secured with two anchor piles; and to supply and install two tie-off piles and add six fender piles, as per plans prepared by KS Costello Marine Contracting Corp. dated June 3, 2025; and

WHEREAS, on June 30, 2025, October 10, 2025, December 1, 2025, and February 2, 2026, 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 Waterways Management Advisory Committee and the report was taken into consideration; now, therefore, be it

RESOLVED, that pursuant to NYCRR 617.5(c)(1) and (c)(9), this application is deemed a Type II action; Reasons supporting this determination: The proposed construction consists of removing part of a preexisting dock and installing a floating dock of similar total square footage, and therefore does not require coordination with other involved agencies; and be it further

RESOLVED, that the Town Board finds that the proposed modification materially lessens the preexisting nonconformity as provided in Town Code § 53-9; and be it further

RESOLVED, that the Town Clerk is hereby authorized to issue a permit for the aforementioned construction as per plans prepared by KS Costello Marine Contracting Corp. dated June 3, 2025, subject to the following conditions:

1. That the applicant obtain an amended NYSDEC approval for the approved plans prepared by KS Costello Marine Contracting Corp. dated June 3, 2025;
2. After said applicant 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 2026-102						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover		X	
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-103

WHEREAS, Shorewood Farms, Inc., Seagull Road, has petitioned the Town of Shelter Island for permission to maintenance dredge approximately 1,000 yards from the basin entrance, to a depth of 6’ below mean low water; and

WHEREAS, a public hearing was held on February 2, 2026, for all persons to be heard in favor of or opposition to the application; and

WHEREAS, the applicant obtained approval from the New York State Department of Environmental Conservation for this project on December 8, 2022; now, therefore, be it

RESOLVED, that the Town Clerk is hereby authorized to issue a permit for the aforementioned dredging work to run concurrently with the NYSDEC approval which shall expire on December 8, 2027.

Vote Record - Town Board Resolution 2026-103						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-104

WHEREAS, pursuant to Resolution 421 from October 20, 2025, George Zinger was reappointed to serve as a member of the Board of Assessment Review for a term of October 1, 2025 to September 30, 2029; and

WHEREAS, Section 523 of the Real Property Tax Law prescribes BAR appointments, and states that terms of office must begin on October 1st and end on September 30th, five years later; now, therefore, be it

RESOLVED, that George Zinger’s appointment is hereby amended to state that he is to serve as a member of the Board of Assessment Review for a term to expire on September 30, 2030.

Vote Record - Town Board Resolution 2026-104						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-105

WHEREAS, pursuant to Resolution 141 from March 14, 2023, Noel Cunningham was reappointed to serve as a member of the Board of Assessment Review for a term of March 14, 2023 to March 14, 2028; and

WHEREAS, Section 523 of the Real Property Tax Law prescribes BAR appointments, and states that terms of office must begin on October 1st and end on September 30th, five years later; now, therefore, be it

RESOLVED, that Noel Cunningham’s appointment is hereby amended to state that he is to serve as a member of the Board of Assessment Review for a term to expire on September 30, 2027.

Vote Record - Town Board Resolution 2026-105						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-106

WHEREAS, a vacancy exists on the Planning Board; and

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

RESOLVED, that Sarah Lewis is hereby appointed to serve as a member of the Planning Board for a term to expire on December 31, 2028.

Vote Record - Town Board Resolution 2026-106						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-107

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, the below persons have not yet signed and filed said constitutional Oath of Office; and

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

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

<u>Name</u>	<u>Title</u>
Brigham, Catherine	Recreation Specialist Instructor
Clark, David	Safety & Training Officer
Congdon, Michelle	FT Assessment Aide

Cronin, Tom	Residential Repair Laborer
DePoto, Laurie	CDL Driver, AAA Driver, & Enhanced Mobility Driver
Dyett, Benjamin	Police Commissioner
Gibbs, Tracy	Detention Attendant & Custodian
Hakim, Ala	Social Worker
Karen, Reed	Hazard Mitigation Plan
Katta, Edward	Volunteer for Recreation Department
Kenney, Cathy	Community Preservation Fund
Lewis, Ken	Hazard Mitigation Plan
Mundy, Sara	Temporary Rec. Aide
Parsons, Emily	Temporary Rec. Aide
Payne, Beau	Detention Attendant
Potter, Katie	FIT Aide & Assistant Rec. Leader
Purtell, Timothy	Community Preservation Fund
Rasmussen, Catherine	Detention Attendant
Read, James	Hazard Mitigation Plan & Emergency Management Coordinator
Siller, Gerard	Enhanced Mobility Driver
Weisenberg, Julia	Recreation Specialist Instructor
Williamson, Matthew	WMAC Chairman

Vote Record - Town Board Resolution 2026-107						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-108

WHEREAS, the Town of Shelter Island requests financial assistance from the New York State DEC Household Hazardous Waste State Assistance grant program; and

WHEREAS, the Town of Shelter Island certifies that it has identified \$23,125.75 of matching funds from the Town operating budget expenditure code A8160.434 Landfill Hazardous Waste Carting Fee; now, therefore, be it

RESOLVED, that Kenneth Lewis, Commissioner of Public Works, is hereby authorized and directed to submit an application for a fifty percent grant award amount of \$23,125.75 for the New York State DEC reimbursable grant for costs related to the municipal Household Hazardous Waste State Assistance Program for the contract year 2025.

Vote Record - Town Board Resolution 2026-108						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-109

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$65,313.00 from the 2026 A3120.491 Police Contracts account to the Town of Southold for the Police Dispatch agreement for the year of 2026.

Vote Record - Town Board Resolution 2026-109						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-110

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$13,167.28 from the 2026 A3120.491 Police Contracts account to Trittech Software Systems, a CentralSquare Company, for the annual software maintenance fee.

Vote Record - Town Board Resolution 2026-110						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-111

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$17,500.00 from the 2026 A1680.476 I.T. Computer Maintenance account to East End Computers, LLC, for the annual Datto service and backup for the Police Department, Town Hall, Highway, Justice Court, EMS, and Recycling Center with a term of January 1, 2026 to December 31, 2026.

Vote Record - Town Board Resolution 2026-111						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-112

RESOLVED, that the Supervisor is hereby authorized and directed to expend the sum of \$14,500 from the 2026 A1680.476 I.T. Computer Maintenance account to East End Computers, LLC, for I.T. Management and other support services for the year of 2026.

Vote Record - Town Board Resolution 2026-112						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-113

WHEREAS, the Town of Shelter Island has received a donation from the Shelter Island Ambulance Foundation in the amount of \$12,000.00 to be used towards the purchase of a replacement Lucas CPR Device, battery charger with anti-slip plate, and a 4-year maintenance contract to be paid to Stryker Sales LLC; now, therefore, be it

RESOLVED, that the following 2025 budget modification is hereby approved:

\$12,000.00 increase to the 2025 A2705A Ambulance Donations revenue account, and a \$12,000.00 increase to the 2025 A4540.200 Ambulance Equipment expenditure account.

Vote Record - Town Board Resolution 2026-113						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-114

RESOLVED, that the following 2026 budget modification is hereby approved:

\$14,726.83 increase to the 2026 DA2680 Insurance Recovery revenue account, to be funded by the reimbursement check from NYMIR for Claim No. TSHI-2026-001-001, and a \$14,726.83 increase to the 2026 DA5130.446 Machine Repairs expenditure account.

Vote Record - Town Board Resolution 2026-114						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

Resolution 2026-115

RESOLVED, that the following 2026 budget transfers are hereby approved:

\$5,508.00 from A8160.100PS Landfill Personal Services to DA5140.100 Brush and Weeds Personal Services due to an employee being paid out of an incorrect budget line for January payroll; and

\$162.00 from A8160.129 Landfill Double-time to DA5140.168 Brush and Weeds Double-time due to an employee being paid out of an incorrect budget line for January payroll; and

\$114,700.00 from the Highway Capital Reserve Fund to A8160.200 Landfill Equipment for the purchase of the East Genesis Unloader Trailer 48’ that was

approved by Resolution 489 on December 22, 2025 and subject to permissive referendum.

Vote Record - Town Board Resolution 2026-115						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Second	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Mover	X		
	Rescheduled					

Resolution 2026-116

RESOLVED, that the following 2025 budget transfers are hereby approved:
 \$1,230.00 from A3120.400 Police Maintenance to A3120.200 Police Equipment to transfer unused funds to equipment; and

\$2,178.70 from A3120.272 Police New Car to A3120.200 Police Equipment to transfer unused funds to equipment; and

\$2,416.58 from A3120.491 Police Contracts to A3120.200 Police Equipment to transfer unused funds to equipment; and

\$1,000.00 from A3120.400 Police Maintenance to A3120.273 Police Firearms and Ammunition to cover unpaid invoices; and

\$270.00 from A1220.492 Supervisor School, Travel, and Mileage to A1220.491 Supervisor Service Contracts to cover unpaid invoices.

\$20,000.00 from A3510.498 Animal Control Deer Reduction Management, and \$5,500.00 from A3120.100PS Police Personal Services to A3120.200 Police Equipment to cover the remaining balance of the multi-year capital project related to the radio system upgrades.

Vote Record - Town Board Resolution 2026-116						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Second	X		
	Defeated	Margaret Larsen	Mover	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Voter	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-117

RESOLVED, that the 2025 General Fund claims numbered 2547 through 2561 in the amount of \$56,887.53; 2025 Highway claims numbered 308 through 311 in the amount of \$1,174.75; and 2025 Community Preservation fund claim number 46 in the amount of \$509.54 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 2026-117						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Mover	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Second	X		
	Failed to Move	Elizabeth Hanley	Voter	X		
	Rescheduled					

Resolution 2026-118

RESOLVED, that the 2026 General Fund claims numbered 120 through 260 in the amount of \$97,011.96; 2026 Highway claims numbered 13 through 31 in the amount of \$20,019.75 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 2026-118						
			Yes/Aye	No/Nay	Abstain	Absent
X	Adopted					
	Adopted as Amended	Amber Brach-Williams	Voter	X		
	Defeated	Margaret Larsen	Voter	X		
	Tabled	Benjamin Dyett				X
	Withdrawn	Albert Dickson	Mover	X		
	Failed to Move	Elizabeth Hanley	Second	X		
	Rescheduled					

V. Public Comments

COMMENTS:

1. Stephen Jacobs – Asked the Board if a recent *Shelter Island Reporter* article incorrectly referred to voters and a permissive referendum related to the potential 2 School Street acquisition, and reiterated his ongoing objection and concern related to this purchase.
2. Jan Sudol – Asked the Board for an update related to the potential 2 School Street acquisition, and asked whether the property has been inspected, what its intended use would be, and how it would be funded. He expressed concern that this is not a responsible use of taxpayer money.
3. Lynne Weickert – Asked the Board whether or not final documents related to 2 School Street would be publicly released or if they will require a FOIL request to be obtained.
4. Robert Waife – Commented that he had seen the potential 2 School Street acquisition on a prior Town Board agenda and attended that meeting to raise questions when the topic was first addressed. He also stated how the purchase would make sense if a simple water system were installed in Sachem’s Woods to bring water to the center municipal buildings.
5. Pam Demarest – Requested to the Board that the documents related to 2 School Street be posted on the Town website, for transparency, and not require a FOIL request to obtain.

VI. Closing

There being no further business, Supervisor Amber Brach-Williams offered a motion to adjourn the special meeting at 10:05 AM, seconded by Councilwoman Margaret Larsen. The motion was carried.

Shelby Mundy
Town Clerk