



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

**Taylor's Island Preservation and Management Committee
Tuesday, May 14, 2013
Town Hall
Minutes**

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

Members Excused: Mark Ketcham

Guests: Commissioner of Public Works Jay L. Card, Jr. and Robert Strada

Meeting called to order: 9:00 a.m.

A motion to accept the corrected minutes of April 9, 2013 was made by Richie Surozenski and seconded by Carol Galligan. The minutes were approved.

Old Business:

NYSOPR&HP EPF/HP Grant:

On Monday, April 29, Architect Andre Tchelistcheff had a site visit to the Cabin. Ed Brown, Jay Card, Quincy Hammond, Chris of Ince Painting, Pat Hunt, Robert Strada, Russell and Brendan Wirth were present.

Town Attorney Laury Dowd's letter, extending construction time from May 1 to May 15 with the exception of the faux logs around the new windows, was received by Robert Strada.

East bedroom: Mike Loriz milled five cedar logs to be used as collar ties and they look great and are out on the Island. There is about a foot of flooring by the east wall that was removed when the new wall went in. Robert said the flooring will be installed today.

Original Cabin Triangle Windows: The glass is now in the triangle windows. They are to be glazed today.

Log Restoration/Chinking: There are a couple of logs by the west door where we enter the Cabin that need replacing. Robert said chinking is starting tomorrow. Chris was waiting on a component for the chinking formula, goat hair. Robert got oakum from Donn Costanzo. The traditional mix they are using includes lime from the south of France, which is non-hydrated and does not absorb moisture and, therefore, deteriorate. As you put the chinking in you are mixing in the goat hair. It has to be mixed with sand. Using Island sand is questionable because of its salt content. Robert will check whether salt saturated sand is a problem. Jay has non-salt sand. So according to what Robert learns, the appropriate sand will be chosen.

Tower windows: Co-Chair Hunt checked with Bill Banks of the Town Building Department and there is no Town Code regarding flashing. Pat had conversations with Foundation member, Alfred Kilb, Jr. and Reilly W&D Project Manager Jeff Cummings. With their comments, the Committee's, as well as those of Eric Hildebrandt and Robert Strada, Pat phoned Stacey Mattson-Zuvic reiterating the points expressed about shortening the north and west tower windows to accommodate proper flashing and Stacey approved. Pat shared Stacey's follow-up email of April 11, 2013.

Tower catwalk: The fish balusters look fantastic, the decking is all new, done!

Weathervane: The weathervane is restored and ready to go back on the tower roof.

New windows: Jeff Cummings and Pat went out to the Island after the April 9 Committee meeting so he could take measurements to prepare a set of drawings which he emailed on April 19 asking Eric and Robert for their review to be returned by Monday, April 29. On Monday, May 6, 2013 Robert, along with Russell Wirth, confirmed the dimensions and phoned Eric who emailed Jeff. Jeff emailed to say the project is documented and moved into the production queue. Currently, the production timeline is 10 to 12 weeks. The Smith-Taylor Cabin windows are currently slated to be completed by July 19 with delivery the following week. Jeff suggested Robert give him a call regarding ordering the same hardware used on the new windows for the restored windows.

Restored windows and doors: Robert Strada reported the north door is scheduled to be turned into a Dutch door and has been taken to the shop to be worked on there. He mentioned an additional hinge will have to be added so that there are four hinges rather than three, two on the upper, two on the lower sections of the Dutch door. Robert said the same for the decorative straps. In order to have a strap that looks like the three that are on there now, he wants to borrow the one on the middle of the east bedroom door, put that on the Dutch door, and then make a new strap for the east bedroom door. Robert would like to modify the existing tongue-in-groove material, to cut it to allow the Dutch door aspect to function as such. Pat thought the straps were to be removed with the return to a Dutch door. She suggested Robert review his plan with Architects Andre and Eric and if they approve, for him to proceed.

There is missing Russwin hardware for the double doors which Robert will obtain.

Kathy Gooding asked about the port light for the tower door. Robert has a source.

The glazing of the windows will begin this week.

Pat raised the question of the diamond shaped window in the northeast wall of the south bedroom and when will it be restored. Robert said it's to be a new window. Kathy Gooding checked the window and door schedule. The window in question, #112, is designated as restore. Previously Robert dismantled the window, took the two sections away and later returned them to the Cabin. Pat will phone Jeff Cummings to ask about adding window #112 to the new window queue.

Co-Chair Surozenski inquired about the three basement windows which are still being considered.

Faux logs: To be ordered for south and east walls of east bedroom; entire tower, above and below the catwalk.

Timeline: Finishing this week seems unlikely, an extension will be required. Robert suggested May 24. There was a discussion between Pat and Robert about the delays, which Pat found frustrating. She felt that had the winter been put to better use, we would be further ahead. Robert claims he will be completely finished by May 24. After Robert left the meeting, Jay suggested June 1 as an end date and the Committee agreed. Pat will email Robert about June 1 and speak with Town Attorney Laury Dowd regarding documenting the extension to June 1.

Chimney: There was discussion of Marcello Masonry's return to rebuild the stone chimney they dismantled last year for the installation of the lead coated copper through flashing.

Financial Business—April 30, 2013:

Co-Chair Hunt reported: as of April 30, 2013, the Chase Business High Yield Savings account balance is \$7,794.73 which includes interest of \$0.34.

2013 Budget:

There is nothing new to report. No word from NYS regarding our 50% reimbursement.

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

There was a discussion of a replacement storage shed, the size, location, necessary permits. Quincy Hammond is donating a landscape design for Taylor's Island which we plan to use for fundraising. The shed, if on Taylor's Island, needs to be considered in preparing the landscape design.

Pat spoke with Walter Ogar about the termite traps which will be checked this coming Saturday.

Paul Rylott has volunteered to sand and varnish the brightwork on Taylor's Whaler. Keith Clark will bring the boat to Paul's driveway. Pat will pick up a quart of the recommended varnish and bring it to the boat.

The porch deck refinishing will be rescheduled to after June 1.

New Business:

The decision as to when to film our monthly Committee meeting was made, September 17, after the clambake. Pat will email Mary Ellen Mcgayhey with the date.

Richie brought up the question of a four wheel drive truck for Taylor's Island. The one we used several years ago is beyond repair. The Committee agreed to look for a replacement, hopefully at no cost. Keith suggested that since we have a utility trailer, a jeep type vehicle could work. Richie will follow-up.

Taylor's Island Foundation News:

Update on Website and facebook:

For the month of April our website had 190 visits with 588 page views. To date Taylor's Island has 431 likes on facebook.

Cabin Flag/Burgee Project:

The flag/burgee project was announced with an article in the May 2, 2013 *Shelter Island Reporter*. An information sheet, with the Assignment and Release form on the back, is available at the Shelter Island Public Library and the Shelter Island School. The Foundation wrote Attorney Monica McCabe thanking her for her pro bono help in drafting the assignment and release form and for advising on the regulations.

Use Agreement Forms/Insurance: Coverage for occasional overnight guests will continue with the use of a Certificate of Insurance. Once we are ready to welcome

overnight guests more frequently, we will obtain insurance coverage similar to a bed and breakfast plan, which is more expensive.

2nd Annual I Love My Park Day, May 4:

Nine people, Carol Galligan, Dana, Emily and Joel Hallman, Pat and Selina Hunt, Patrick Strange, Jenn Talesfore and Jeff Truelove, participated in this year's event. The weather was ideal and a noticeable difference made around the grounds and porch of the Smith-Taylor Cabin. The use of the Highway Department's rolling magnet tool was really helpful in picking up nails, small pieces of metal, etc.

Garden Club of Shelter Island's 2013 Ornament:

This year's Garden Club ornament features the Smith-Taylor Cabin. A sample was passed around the Committee and heartily approved, no change suggested. The Garden Club will begin selling them, for \$20 each, at the C of C Art Show and Craft Fair in August. The Foundation has permission to offer an ornament as a 2013 raffle prize and is considering adding to the Garden Club's purchase order with the proviso that we will only sell our ornaments once they have sold all of theirs.

Father's Day Paddle to Taylor's Island:

A reminder about this year's Father's Day Paddle on Sunday, June 16 at 4:30 PM, beginning at the Burns Road Town Landing, returning a couple of hours later. Kayaks are for rent, with a portion of the proceeds going to the Taylor's Island Foundation. A donation is appreciated from people using their own kayaks. Participants are asked to bring a snack to share. Beverages will be provided by the Foundation and Shelter Island Kayak Tours. There is no rain date.

3rd Annual Shelter Island Library Visit:

The third annual Shelter Island Library visit will take place on Tuesday, July 2 from 11:00 AM until 2-2:30 PM. To participate, phone the Library, 749-0042.

The next meeting date is scheduled for Tuesday, June 11, 2013.

Meeting Adjourned: 10:30 AM

Respectfully submitted,

Carol Galligan