

**Town of Southold  
Community Preservation Fund  
Management and Stewardship Plan  
2017**

**Adopted by Local Law No. 4 of 2017  
March 28, 2017**

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Community Preservation Fund  
Management and Stewardship Plan  
2017**

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**Reviewed by:  
Southold Town Land Preservation Committee – February 7, 2017  
Southold Town Board – February 14, 2017**

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## **I. INTRODUCTION**

The Town of Southold has an established Community Preservation Fund in accordance with Town Law 64-e. Town Law 64 –e Section 6 includes a requirement that Towns with a Community Preservation Fund adopt a Management and Stewardship Plan before expending monies from the fund for management and stewardship of lands acquired by the fund.

The Community Preservation Fund Management and Stewardship Plan 2017 (CPF Stewardship Plan 2017) provides details regarding proposed expenditures from the Community Preservation Fund for management and stewardship purposes for 2017 and into 2018. It is intended that the CPF Stewardship Plan 2017 will be amended in early 2018 in conjunction with the Town Board's adoption of the FY2018 budget. It is anticipated that additional lands will be acquired with Community Preservation Funding during this timeframe and/or that management and stewardship needs may change during this timeframe. This may necessitate amendments to the Plan which will be subject to a public hearing.

Town Law 64-e Section 3(d) states that not more than ten percent of the fund shall be utilized for the management and stewardship program. In February 2011, the Town of Southold adopted a document entitled Rules and Regulations for CPF Acquisition and Stewardship. The Rules and Regulations were adopted by the five East End Towns for the purpose of standardizing the application of the Community Preservation Fund state statute, Town Law 64-e. The Rules and Regulations establish how to calculate the 10% allowed for management and stewardship as follows: "The ten percent of the fund limitation for management and stewardship costs relates to the annual fund revenues. The last full calendar year of known revenue shall be used to determine the maximum amount permitted to be expensed for management and stewardship programs."

The Town adopted a Community Preservation Project Plan (CPPP) July 2016 Update. The CPPP is a separate document from the CPF Stewardship Plan 2017; the CPPP identifies how the Town intends to preserve or protect properties and includes a list of eligible properties for acquisition, the CPF Stewardship Plan 2017 identifies how the Town will expend monies from the Community Preservation Fund for management and stewardship purposes.

## **II. PROJECT LIST AND COST ESTIMATE DESCRIPTION**

Fee title properties acquired fully, or in partnership, with Town Community Preservation Funds for open space purposes are listed in the Project List and Cost Estimates table included as Exhibit A. The table shows proposed projects and cost estimates for each property for 2017 and into 2018.

The Project List and Cost Estimate table is a list of the estimated type of work proposed to be performed on each property. The Project List and Cost Estimate table is intended to reflect a work plan outlined in a specific property Management Plan, if such a Plan

has been adopted by the Town Board. The Project List and Cost Estimate table is not intended to allow for work to be performed that has not been approved in a specific property Management Plan or has been approved by the Town Board.

The costs shown per project are estimated. The Project List and Cost Estimates table includes proposed projects that are subject to prioritization, completion of specific property Management Plans and/or Town Board approval. It is understood that not all projects will be approved or completed during FY2017.

In addition to acquiring fee title for open space purposes, the Town acquires easements on properties for purposes of open space preservation and farmland preservation. When the Town purchases easements the landowner remains the steward of the land. The Town performs yearly monitoring of easements. During FY2017 monitoring is proposed to be performed by LPD Staff and the volunteer Land Preservation Committee Members, and is not a separate expenditure charged to the Community Preservation Fund. These properties are not included within the Project List and Cost Estimates table.

### **III. STEWARDSHIP AND MANAGEMENT EXPENDITURE DESCRIPTION**

The adopted Town FY2017 budget for stewardship and management expenditures from the Community Preservation Fund and total cost estimates from the Project List and Cost Estimates are shown in the Table below. Details are described in the section after the Table.

<b>Expenditures/ Town Budget #</b>	<b>Cost Estimate for CPF Stewardship Plan 2017</b>
Site Development Personal Services* CM.1620.1.100.100	\$58,013
Contractual Expense: Misc Supplies* CM.1620.4.100.100	\$31,358
Land Stewardship/Management* CM.8710.2.400.200	\$97,000
<b>STEWARDSHIP/MANAGEMENT EXPENDITURE TOTAL</b>	<b>\$186,371</b>

\*Detailed description of line item below

Town Law 64-e Section 3(d) states that not more than ten percent of the fund shall be utilized for the management and stewardship program. The last full calendar year of known revenue for Southold Town was FY 2016. The known revenue was \$7,073,493; therefore \$707,349 is permitted to be expensed for management and stewardship programs.

The costs shown per project are estimated and it is understood that not all projects will be approved or completed. In addition, some projects are eligible for grant funding. Charges for these projects will be charged to the CPF budget and the Town will be reimbursed from the awarded grants. All grant re-imbursements will be deposited into the Community Preservation Fund.

The total projected cost is below that of the 10% allowance; therefore, even in the unlikely circumstance that all projects as proposed are completed the expenditure will be below that of the 10% allowance.

## **Details for Stewardship and Management Expenditures**

### ▪ **Site Development Personal Services, Full Time Employees, Reg Earnings**

This line is for Stewardship work performed by Department of Public Works (DPW) Staff on properties purchased with Community Preservation Funds.

Typical work includes activities/improvements necessary to sustain public access such as trail improvements, pruning and upkeep, invasive species removal, parking area creation/upkeep, initial debris removal, signage, fencing, restoration and similar types of activities. Other more specific activities/ improvements are listed in individual Management Plans for the specific property.

Specific properties on which work will take place and estimated cost per property are listed in Exhibit A (Project List and Cost Estimates.)

DPW Staff are not dedicated exclusively to implementing the CPF Plan. Cost will be documented by a time accounting system and no more than the cost of the actual time expended directly dedicated to implementing the provisions of the CPF Plan will be charged to the Community Preservation Fund.

### ▪ **Contractual Expense: Misc Supplies**

This line is for Stewardship supplies and materials for projects on properties purchased with Community Preservation Funds. Supplies and materials for projects include, but are not limited to: supplies/materials for grassland restoration and native plantings; supplies/materials for creation/upkeep of parking areas, lumber for kiosks, benches, and boardwalks, signs, chains, gates, and equipment.

Specific properties on which work will take place and estimated cost per property, are listed in Exhibit A (Project List and Cost Estimates.)

### ▪ **Land Stewardship/Management**

This line is for land stewardship management such as Flora & Fauna inventories, site restoration, trail improvements, invasive species removal, parking area

improvements, initial debris removal, tree removal and other similar types of work performed by non-town employees on properties purchased with CPF.

All independent contractors will assist the Town in implementing the provisions of the Community Preservation Plan as noted in Exhibit A. Bills are itemized per project and reflect actual time expended. Specific properties on which work will take place and estimated cost per property are listed in Exhibit A (Project List and Cost Estimates.)

**EXHIBIT A**

**PROJECT LIST AND COST ESTIMATES  
TABLE**

**PAGES 6-9**

<b>Preserve Name (bold)</b> Acquisition Name	<b>SCTM#</b>	<b>Acres±</b>	<b>Nov. 2016 status</b>	<b>Total Cost for Preserve</b>	<b>2017 Budget: Land Stew. / Mgmt. CM.8710. 2.400.200 Contractors</b>	<b>2017 Budget: Site Dev. Personal Services CM.1620. 1.100.100</b>	<b>2017 Budget: Supplies, Materials CM.1620. 4.100.100</b>	<b>Description of Proposed Work</b>
Non-site specific trail/mowing/pruning/upkeep for public access purposes on CPF Preserves open to public	NA	NA	Open to Public	\$14,500	\$0	\$14,500	\$0	Typical activities / improvements to sustain public access
Non-site specific items, misc. equipment, contingency for all CPF properties	NA	NA	Open to Public and undeveloped	\$7,600	\$0	\$1,500	\$6,100	Improvements (safety/emergency/contingency) to sustain public access; general supplies and equipment, materials, trail maps, bike racks, general improvements for CPF preserves.
Bay to Sound * *See Bay to Sound Integrated Trails Initiative Grant Project for details (BtoSProject)	NA	NA	Open to Public and potential opening	\$127,221	\$92,000	\$19,788	\$15,433	See Bay to Sound Integrated Trails Initiative Grant Project for details (BtoSProject) Grant award (C1000970) potential for grant reimbursement. Plan is for 1-3 year timeframe.
Deer Management on CPF Preserves	NA	NA	Open to Public and undeveloped	\$9,400	\$0	\$5,400	\$4,000	Trails / Zones / Signage for Deer Management Program on CPF Preserve. Enclosure project.
<b>Arshamomaque Preserve:</b> Levin, Manor Grove	44.-4-5, 45-1-9, 53.-1- 1.2&1.3	82	Open to Public and potential opening	\$1,800	x	\$1,800	\$0	See Bay to Sound
<b>Custer Preserve:</b> Zazecki	70.-8-1	6	Open to Public	\$0	\$0	\$0	\$0	Typical activities / improvements to sustain public access.

Preserve Name (bold) Acquisition Name	SCTM#	Acres±	Nov. 2016 status	Total Cost for Preserve	2017 Budget: Land Stew. / Mgmt. CM.8710. 2.400.200 Contractors	2017 Budget: Site Dev. Personal Services CM.1620. 1.100.100	2017 Budget: Supplies, Materials CM.1620. 4.100.100	Description of Proposed Work
<b>Laurel Lake Preserve</b> (includes all Town owned Preserve properties and properties with trail agreements)	misc.	x	Open to Public and undeveloped	\$3,000	\$0	\$2,000	\$1,000	Misc. trail improvement projects; typical activities / improvements to sustain public access.
<b>Mill Road Preserve:</b> McGunnigle	106-6- 14 & 20	25	Open to Public	\$2,500	\$0	\$2,500	\$0	Invasive species removal; typical activities / improvements to sustain public access.
<b>Hog's Neck Properties:</b> Forestbrook / J&C Holdings	79.-2-7	26	Open to Public	\$0	\$0	\$0	\$0	misc. trail improvement projects; typical activities/ improvements to sustain public access.
<b>Paul Stoutenburgh Preserve</b> (f.k.a. Arshamomaque Pond): Neuer/Sutermeister & John Q. Adams Estate & Aurichio	56.-1-6 & 56.-1- 8.1,10 & 56.-4- 16	52.1 (23.+27 .8+1.3)	Open to Public	\$3,720	\$0	\$645	\$3,075	Typical activities / improvements to sustain public access. Parking area improvements.
<b>Pipes Cove Preserve:</b> Posillico /Westbury Properties	53.-1-7 & 53-3- 15.1	5	Open to Public	\$0	\$0	\$0	\$0	Typical activities / improvements to sustain public access. See Bay to Sound
<b>Ruth Oliva Preserve at Dam Pond</b> (f.k.a. Dam Pond Maritime Reserve): Lettieri/Dam Pond/PLT & Lettieri/Dam Pond/PLT & Dam Pond/Gazza/Lettieri	23.-1- 20.1 & 31-5- 1.2 & 22.-3- 22.1	37.08 (0.54 & 14.9 & 21.64)	Open to Public	\$7,280	\$0	\$7,280	\$0	Meadow restoration; invasive species removal; typical activities / improvements to sustain public access.
<b>Silver Eel Preserve:</b> FITF, LLC, Dixon Harvey	9.-8-2	2	Open to Public	\$0	\$0	\$0	\$0	Typical activities / improvements to sustain public access.
<b>Sound View Dunes Park:</b> Bittner/Moeller/T.M.J. Realty	58.-1-1 & 68- 1-17.2, 17.3	57	Open to Public	\$0	\$0	\$0	\$0	Typical activities / improvements to sustain public access.

Preserve Name (bold) Acquisition Name	SCTM#	Acres±	Nov. 2016 status	Total Cost for Preserve	2017 Budget: Land Stew. / Mgmt. CM.8710. 2.400.200 Contractors	2017 Budget: Site Dev. Personal Services CM.1620. 1.100.100	2017 Budget: Supplies, Materials CM.1620. 4.100.100	Description of Proposed Work
<b>Tall Pines:</b> VJ Dev Corp & Paradise Point Holding Corp.	79.-8- 16 & 81.-2-5	22	Open to Public	\$8,000	\$5,000	\$1,800	\$1,200	Hiker gates; tree removal; typical activities / improvements to sustain public access.
Blackham	74.-1-3	0	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Brushes Creek Properties*	127.-3- 8, 9.2, 10.2 & 10.3; 127.-8- 17.2 & 17.3	26	undeveloped *pending 2017 acquisition	\$0	\$0	\$0	\$0	No improvements proposed.
C&D Realty	113-4-1	1	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>Corey Creek Preserve:</b> Blocker	87.-6- 12.1	45	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Damianos	59.-3- 28.4	22	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Dickerson Estate	115-12- 1	0	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Drum/Saland	87.-1- 26	2	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Fred	56.-4-4	0	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Heaney	34.-1-7, 34-1-4	8	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
	68.-4- 11	3	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>Hog's Neck Properties:</b> Hurtado	79.-5- 20.13	16	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>Hog's Neck Properties:</b> Zoumas	79.-4- 17.17	37	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Murphy*	54.-5- 49.1	2	undeveloped *pending 2017 acquisition	\$750	\$0	\$500	\$250	Potential viewing bench and path.
Peconic Land Trust/Palmer	56.-5- 12.1	1	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>Pipes Cove Preserve:</b> Carroll, Carla	53.-3-2	11	Potential Opening	x	x	x	x	See BtoSProject
<b>Pipes Cove Preserve:</b> Reese	45-5-5	47	Potential Opening	x	x	x	x	See BtoSProject

Preserve Name (bold) Acquisition Name	SCTM#	Acre±	Nov. 2016 status	Total Cost for Preserve	2017 Budget: Land Stew. / Mgmt. CM.8710. 2.400.200 Contractors	2017 Budget: Site Dev. Personal Services CM.1620. 1.100.100	2017 Budget: Supplies, Materials CM.1620. 4.100.100	Description of Proposed Work
<b>Pipes Cove Preserve:</b> Stackler	45.-5- 7.1, 7.2 & 47-2- 33, 34 & 53-1- 18	35	Potential Opening	\$0	\$0	\$0	\$0	See BtoSProject
<b>Pipes Cove Preserve:</b> Waldron	53-2-5	3	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>Pipes Cove Preserve:</b> Pekunka	53.-1-6	10	Potential Opening	x	x	x	x	See BtoSProject
Rose	23.-1- 19	0	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
Sill	45.-5-3 & 4	24	Potential Opening	x	x	x	x	See BtoSProject
Sinatra	22.-3- 5.1	10	undeveloped	\$600	\$0	\$300	\$300	Installation of small section of property boundary fence.
Whitcom Preserve	14.-2- 1.4	16	undeveloped	\$0	\$0	\$0	\$0	No improvements proposed.
<b>TOTALS</b>				<b>\$186,371</b>	<b>\$97,000</b>	<b>\$58,013</b>	<b>\$31,358</b>	

**BAY TO SOUND INTEGRATED TRAILS INITIATIVE PROJECT**

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## Estimated budget for the Bay to Sound Integrated Trails Initiative Project

CPF properties involved in Bay to Sound Integrated Trails Initiative Project:

- Arshamomaque Preserve
- Manor Grove (Listed on Attachment "A" as p/o Arshamomaque Preserve)
- Pekunka (Listed on Attachment "A" as Pipes Cove Preserve, Pekunka)
- Sill
- Carroll (Listed on Attachment "A" as Pipes Cove Preserve, Carroll)
- Reese (Listed on Attachment "A" as Pipes Cove Preserve, Reese)

CPF Budget for the Bay to Sound Integrated Trails Initiative grant project:

Materials:	\$15,432.50 (boardwalks, blinds, parking areas, signs)
Contractors:	\$92,000.00 (Sill remediation and demolition)
Labor/Salary:	\$19,788.13 (DPW construction)
<b>Total:</b>	<b>\$127,220.63</b>

The specific tasks proposed on CPF parcels are as follows:

- Task 1a - Install trail markers for trails that require minimal work
- Task 1b - Deadfall removal, trimming, mowing, regrading (labor)
- Task 1b - Deadfall removal, trimming, mowing, regrading (equipment)
- Task 1c - Install trail markers for trails that require additional work
- Task 3b - Installation of three boardwalks at Arshamomaque Preserve
- Task 3f - Installation of boardwalk at Town parcel known as Pekunka
- Task 4b - Construct observation blind on Town property known as Manor Grove
- Task 4c - Construct observation blind on Town property known as Sill
- Task 5a - Construct parking area at Town property known as Manor Grove
- Task 5b - Construct parking area on Town property known as Pekunka
- Task 5c - Install kiosk and guard rail at Manor Grove
- Task 6a - Hire contractor(s) to remediate septic and asbestos contamination
- Task 6b - Hire contractor to demolish Sill house
- Task 6c - Remove C& D materials
- Task 6d - Restore house area and seed with native grasses
- Task 9a - Remove larger items such as abandoned equipment from properties to be opened to the public (labor)
- Task 9a - Remove larger items such as abandoned equipment from properties to be opened to the public (equipment)