Sag Harbor Village Board of Trustees
Thursday, September 24, 2026
Special Meeting - 1:00 PM
AGENDA

I. Call to Order

II. Executive Session

III. Action Items

1. **RESOLUTION AUTHORIZING PROFESSIONAL SURVEYING SERVICES FOR LIGONEE BROOK RESTORATION AT NANCY BOYD WILLEY PARK**

   WHEREAS, the Village of Sag Harbor desires to investigate the restoration of Ligonee Brook and the removal of obsolete underground culverts across Nancy Boyd Willey Park (SCTM #0903-005.00-02.00-012.000) to create a natural, open-air streambed facilitating safe wildlife passage in coordination with Suffolk County's C.R. 79 improvements and potential Town of Southampton Community Preservation Fund (CPF) grant opportunities; and

   WHEREAS, L.K. McLean Associates Engineering & Surveying, D.P.C. (LKMA) has submitted a proposal dated August 25, 2026, to perform boundary delineation, culvert mapping, and topographic layout; and

   WHEREAS, the scope of work and fee are bifurcated between municipal and private property, with the Village bearing financial responsibility only for the portion performed on Village parkland; now, therefore, be it

   RESOLVED, that the Board of Trustees of the Village of Sag Harbor hereby approves the proposal submitted by LKMA dated August 25, 2026, for professional surveying services on Village-owned property in an amount not to exceed $12,590.00; and be it further

   RESOLVED, that the Mayor or his designee is authorized to execute any agreements or task authorizations necessary to proceed with this work.

   Motion Made By _____
   Motion Seconded By _____

2. **WALK-ON: RESOLUTION AUTHORIZING MUNICIPAL BUILDING SOFFIT AND CORNICE ASSESSMENT**

   WHEREAS, a portion of the Municipal Building's soffit/cornice became detached, requiring an assessment of existing conditions, potential causes, and necessary public safety measures; and

   WHEREAS, IMEG Consultants Corp. ("IMEG") submitted a proposal in an amount of $7,500 dated September 18, 2026, for Drone Inspection Survey for a controlled inspection survey of the building exterior to assess and recommend any potential repairs that may be required; and

   NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees approves IMEG's proposal in an amount not to exceed $7,500, including visual and drone inspections, photographic documentation, and a written memorandum addressing observed conditions, apparent causes, interim protection, recommended

repairs, and any further investigation needed; and be it further

RESOLVED, that the Mayor or his designee is authorized to execute the proposal and necessary related documents, subject to Village counsel's review as to form and the availability of appropriated funds; and be it further

RESOLVED, that IMEG shall promptly report any immediate hazard or need for interim protective measures to the Village Administrator; and be it further

RESOLVED, that this authorization is limited to assessment and recommendations. Repair design, construction, and other services excluded from the proposal require separate Board authorization and compliance with applicable procurement requirements.

Motion Made By _____
Motion Seconded By _____

3. Robert Drake, Chief of Police, requests authorization for Sgt. Nicholas Samot and PO Michael Arkinson to attend the Instructor Development Training course, held on September 28, 2026 - October 7, 2026, at the Suffolk County Police Academy located in Brentwood, NY.

Motion Made By _____
Motion Seconded By _____

IV. Motion to Adjourn

V. Videoconferencing Details

Village Office is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting
https://us02web.zoom.us/j/88545848199
Join and take notes
https://us02web.zoom.us/j/88545848199?mynotes=on
Meeting ID: 885 4584 8199
Passcode: 424513

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Join instructions
https://us02web.zoom.us/meetings/88545848199/invitations?
signature=xNVg9spOeZVFd9Mn9Vdw0Xl5hxFNMkyia1xJBXgYNmI