

PENFIELD REEF LIGHTHOUSE PRESERVATION COMMITTEE

**Thursday, July 14, 2011
Sullivan Independence Hall
725 Old Post Road
Fairfield, Connecticut 06824**

FINAL MINUTES

Members Present: Sandye Mann, Bill Sapone, Jennifer Carpenter, Pat Conley, Steve Elworthy, Paige Herman, Sherri Steeneck, Dave Peck, Mary Jo Cornell, Linda Cote Crowley

Members Absent: David Agonis, Deanna Hoffman, Michael Jehle, Dr. Evan Tilley

Others Present: Eileen Kennelly, Marcia Miner

I. Call to Order

Co-Chair S. Mann called the Meeting to Order at 4:12 pm.

II. Approval of Minutes

D. Peck made the Motion to Approve the July 7, 2011 PRLPC Minutes.

J. Carpenter Seconded. Nine in Favor. One Abstention. Motion Passed.

III. Discuss Fund Raising Process and Accounting

Assistant Town Attorney Eileen Kennelly stated that The National Historic Preservation Act is enforced by the State of Connecticut National Historic Preservation Officer. A Penfield Reef Lighthouse requirement is that nothing can obstruct the 360 degree view of the light operated by the US Coast Guard. S. Steeneck will contact the Preservation Officer who could recommend our maintenance procedure to replace the Flag Pole, replace the Boat Hoist secure the Docking, repair and make weather tight the windows and exterior of the lighthouse structure, and as time and funds allow, to renovate and to restore the interior of the structure.

P. Herman recommended that all funds raised for the lighthouse be placed in a special account.

S. Elworthy made the Motion that the funds payable to Penfield Reef Lighthouse Preservation be sent to the Penfield Reef Lighthouse Preservation Committee c/o the First Selectman's Office, Independence Hall, 725 Old Post Road, Fairfield, Connecticut, 06824, USA.

P. Herman Seconded. All in Favor.

III. Discuss Fund Raising Process and Accounting

S. Steeneck discussed the nomination of Treasurer for the Penfield Reef Lighthouse Preservation Committee. P. Conley volunteered. P. Herman made the Motion to Nominate Pat Conley for Treasurer. S. Elworthy Seconded. All in Favor.

Treasurer P. Conley received two checks- one from Admiral Steeneck for \$1,000, and one from Fleet Benefactor Linda Cote Crowley for \$1,111, for a Total of \$2,111.

S. Steeneck received no response from Congressman Jim Himes' Office aides Peter Yazbak and Mark Henson regarding acquiring the Penfield Reef Lighthouse.

J. Carpenter reported that First Selectman Michael C. Tetreau wrote letters to the legislators requesting that the Penfield Reef Lighthouse Application go back to its original process in acquiring the lighthouse, and will send the committee members a copy.

E. Kennelly and J. Carpenter inquired with GSA Kevin Legare's aide Mr. Salazar about the bidding process. Mr. Salaza said that it is GSA's job to sell the lighthouse. The bids are not out yet, and an Initial Deposit of \$10,000 is required with the 45 day application from the bid opening. If the bid is awarded, the deposit goes to the sale. If the bid is lost, the deposit is returned in full. The bidding increments are within a two week period. There is no by-pass.

E. Kennelly received no response from DEP David Blatt regarding the application of the Deed for the lighthouse bottomlands. Co-Chair B. Sapone recommended that the Town hold the Deed to the lighthouse bottomlands.

J. Carpenter will research and obtain an explanation for a Not-For-Profit Status and 501 (c) 3. This will assist in determining the long-term management and maintenance of the lighthouse.

IV. Review and Approve Website and Other Promotional Materials

J. Carpenter and L. Crowley reviewed the information listed on the Town Web Page. The Description of Activities included the combined Mission Statement and Goals including the Donations category as Lighthouse Keepers for funds received \$25 and under; and omitting the words “aesthetically pleasing” and “original” due to possible restoration and repair limitations. Checks made payable to Penfield Reef Lighthouse Preservation, addressed to the Penfield Reef Lighthouse Committee, c/o First Selectman’s Office, Independence Hall, 725 Old Post Road, Fairfield, Connecticut, 06824, USA. P. Conley made the Motion to Approve the Website. J. Carpenter Seconded. All in Favor.

V. New Business

The next Meeting will be held on Thursday, July 21, 2011 at 4PM in Independence Hall Second Floor Conference Room.

VI. Public Comment

Marcia Miner reported that on July 11, The Land Acquisition Commission sent its Letter of Support for the Penfield Reef Lighthouse Preservation Committee to acquire the lighthouse.

VII. Adjourn

P. Herman made the Motion to Adjourn the Meeting. S. Steeneck Seconded. Unanimous The Meeting was Adjourned at 5:47 PM.

Respectfully Submitted,

Linda Cote Crowley
Recording Secretary

