

PENFIELD REEF LIGHTHOUSE PRESERVATION COMMITTEE

Thursday, October 13, 2011

Sullivan Independence Hall

725 Old Post Road

Fairfield, CT06824

FINAL MINUTES

Members Present: Sandye Mann, Mary Jo Cornell, Pat Conley, Vice-Chair Dave Peck, Deanna Hoffman, Paige Herman, Sherri Steeneck, Dr. Evan Tilley, Jennifer Carpenter, Linda Cote Crowley

Members Absent: David Agonis, Bill Sapone, Mike Jehle, Steve Elworthy

Others Present: Assistant Town Attorney Eileen Kennelly, Artist Craig Smith

I. Call to Order

Chair Sandye Mann called the Meeting to Order at 4:02 PM in the First Floor Conference Room followed by The Pledge of Allegiance.

II. Approval of Minutes

S. Steeneck made the Motion to Approve the edited Draft Minutes of October 6, 2011.

P. Herman Seconded. 9 in Favor- 0 Opposed – 1 Abstention. Minutes Approved.

S. Steeneck stated that the weekly minutes should bear more information and discussion.

L. Crowley stated that W. Sapone, when Co-Chair, expected briefer weekly minutes.

III. Correspondence and/or Communications

After discussion of communicating via e-mail, Vice-Chair D. Peck made a Motion that PRLPC Members do not communicate with dialogues via e-mails, but we limit the communication to discussions held at the meetings. S. Steeneck Seconded. Pending discussion of this Motion, P. Herman made an Amended Motion that PRLPC Members receive e-mail information from the Chair, but we do **not** respond to e-mails. E. Tilley Seconded. 6 in Favor- 4 Opposed. Motion Passes.

E. Kennelly reported that she and Bill Sapone researched the procedure for an LLC application which is lengthy and time consuming, and unlikely to be completed during the bidding process. Refer to the July 7, 2011 Penfield Reef Lighthouse Preservation Committee Final Minutes, Section IV, **Penfield Reef Lighthouse Preservation Committee Charge**, provided by Bill Sapone. E. Kennelly presented the July 1, 2011 page of the Penfield Reef Lighthouse Preservation Committee **Charge** and recommended that progress of this Charge should be updated at the Board of Selectman Meeting, the Board of Finance Meeting, and the RTM.

IV. Old Business

a. Review of Fundraising Event on September 15 and Accounting Status

Chair S. Mann made a Motion to move into Executive Session. M.J. Cornell Seconded. Executive Session was entered at 4:37 PM and finished at 4:42 PM. No action taken. Treasurer P. Conley continues to receive lighthouse auction payments and general donations. The refundable Deposit to the GSA was made as the beginning of the bidding process for the lighthouse on behalf of the Town of Fairfield. The Deposit and the Invitation For Bidding documents signifying the intention to bid were delivered via courier L. Crowley. The Deposit becomes activated toward the bid when Registration of the bidder **UserName** is provided. Only completely Registered Bidders may request permission from the GSA to inspect the lighthouse. E. Kennelly stated that only the First Selectman is authorized to sign documents for the town.

b. Discussion of GSA Auction

Chair S. Mann reported telephone calls with GSA Boston Office Representative Metta Cushing and Lawanda Maryland. Lawanda links the Deposit to the Bids. A **UserName** is required to open up the bidding registration. Many of the members thoughts that it is advisable to wait to activate into the bidding process. E. Kennelly advised that we complete the Charge. S. Steeneckstated that we need to list our avenues of revenue, a full maintenance plan, and procedures to acquire, renovate, procure materials, and investigate an assessed value for liability insurance protection. Chair S. Mann and all members agreed to be "lighthouse worthy". Inspections of the lighthouse are only allowed as an active registered bidder for the lighthouse.

V. New Business

S. Steeneck reported on printing costs for the postcard style lighthouse appeal letter. The Members agreed to wait until the next meeting for more information. D. Peck objected to the validity of the word "disrepair" concerning the possible status of the lighthouse in the appeal letter written by M. Jehle, since anyone who owns the lighthouse is required to abide by the State of Connecticut Statutes and the United States Federal National Park Service Guidelines. Artist Diane Kane donated a painting of the Penfield Reef Lighthouse.

VI. Public Comment

C. Smith remarked how incrediblethat the FederalGovernment continues to own and operate the lighthouse for all these years without maintaining it, and selling it instead of giving it to a caretaker.

VII.Adjournment

P. Herman made a Motion to Adjourn. S. Steeneck Seconded. Unanimous .The meeting Adjourned at 5:55 PM. A Special Meeting will be held in the Second Floor Conference Room, Sullivan Independence Hall, on Tuesday, October 18, 2011 at 4:15 PM.

Respectfully submitted,

Linda Cote Crowley
Secretary