

**PENFIELD REEF LIGHTHOUSE PRESERVATION COMMITTEE**

**Thursday, October 20, 2011**

**Sullivan Independence Hall**

**725 Old Post Road**

**Fairfield, CT 06824**

FINAL MINUTES

Members Present: Sandye Mann, Mary Jo Cornell, Pat Conley, Jennifer Carpenter,  
Deanna Hoffman, Paige Herman, Vice Chair David Peck,  
S. Steeneck, Linda Cote Crowley

Members Absent: David Agonis, Bill Sapone, Mike Jehle, Steve Elworthy,  
Dr. Evan Tilley

I. Call to Order

Chair Sandye Mann called the Meeting to Order at 4:03 PM in the Sullivan Independence Hall Second Floor Conference Room.

II. Approval of Minutes

Vice Chair D. Peck made a Motion to Approve the October 13 PRLPC Minutes. P. Herman Seconded. Unanimous. Minutes Approved. P. Herman made a Motion to Approve the October 18 Special PRLPC Minutes. J. Carpenter Seconded. 7 in Favor, 0 Against, 1 Abstention. Minutes Approved.

III. Correspondence and/or Communications

Chair Sandye Mann read the October 6, 2011 Memorandum to Town of Fairfield Fiscal Officer Paul Hiller regarding participation in the General Services Administration Auction of the Penfield Reef Lighthouse via a refundable deposit toward the bidding process. Vice Chair D. Peck reported that there are presently 500 Facebook lighthouse friends.

IV. Old Business

a. Discussion of Selectmen's Meeting Presentation

At the October 19, 2011 Board of Selectmen Town Meeting, Chair S. Mann made a presentation to acquire the Penfield Reef Lighthouse through a GSA Auction. First Selectman Mike Tetreau and Selectman Jim Walsh voted to move forward with the refundable deposit by registering with the GSA. Selectman S. Steeneck was recused from voting as a member of the PRLPC. J. Carpenter relayed to the Committee some of the information the Board of Selectmen needs the Committee to answer before returning to the next Board of Selectmen Meeting.

IV. Old Business

b. Discussion of GSA Auction Status

J. Carpenter reviewed a revised draft of the GSA Deposit and Invitation For Bidding forms with a required UserName to be signed by First Selectman Mike Tetreau and forwarded to the GSA. S. Mann will request a date for inspection of the lighthouse.

Public Works Administrator Ed Boman updated the cost analysis provided by Public Works Director Rich White. The committee members discussed the need for revising immediate necessary repair items after inspection of the lighthouse. P. Herman said that the original costs were initially based on the first few years of sealing and preserving the exterior of the lighthouse according to the National Historic Preservation of Lighthouses Guidelines and state and federal statutes. Secondary renovation items are planned after receipt of future fundraising events in order to cover the cost of repairs over time.

c. Discussion of additional fundraising

S. Steeneck reported findings of the operating costs of the Norwalk Seaport Association and the operation of the Sheffield Lighthouse in the waters of Long Island Sound. Several successful annual fundraisers are held to meet expenses.

Insurance liability was discussed for immediate preservation of the exterior of the lighthouse, as well as additional insurance needed for future internal repairs.

V. New Business  
None

VI. . Public Comment

VII. Adjournment

P. Herman made a Motion to Adjourn. J. Carpenter Seconded. Unanimous. The meeting Adjourned at 5:21M. The next Meeting will be held in the Second Floor Conference Room, Sullivan Independence Hall, on Thursday, October 27, 2011 at 4:30 PM.

Respectfully submitted,

Linda Cote Crowley  
Secretary