

Gay Head Lighthouse Advisory Board  
Notes of Meeting 6/25/18  
Aquinnah Town Hall Selectmen's Meeting Room

Members present: Chairman Len Butler, Richard Skidmore, Elise LeBovit, Jim Pickman, Kathy Rainey \*

\*on conference phone

- The meeting began at 4:38pm

- First on the agenda was a review of the 5/17/18 minutes. Len entertained a motion approve the minutes as presented with edits by Jim. Motion was moved by Richard and seconded by Len. **The Board voted 5-0, the motion passed.**

- Next under Old Business, Jim gave a review of accounts. There is \$10,000 in the account (does not reflect the ICC invoice waiting for payment). The Board is still expecting a letter to be sent to Permanent Endowment requesting the \$9,379. Should all ICC payments be made, and the MA Historic reimbursement received, there should be a little less than \$77,000 in the account come October. The Board discussed the ICC invoice, which included the additional re-pointing increasing the original estimate to approximate \$107,739. The only additional expense for the MHC grant is the \$400 for the construction sign. Before MHC can issue the 50% reimbursement, the Town must prove that all invoices have been paid. The Committee reviewed FY16, FY17 and FY18 invoices for work completed on the irrigation system (total of \$635). There was discussion regarding proper procedure to pay the invoices because they are from prior years. Len will check with Jeffrey to see if they can be covered under DPW or if they will need to go before Town Meeting. The Board agreed that servicing on the irrigation system needs to be budgeted for every year going forward. Jim motioned to approve the ICC invoice (base contract plus additional work). Motion was seconded by Elise. **The Board voted 5-0, the motion passed.** There was discussion regarding the invoice for the pedestrian path along the road which had been appropriated at Town Meeting.

- Next, Richard gave a Lighthouse and Park report. Landscape will be coming to inspect the irrigation system and to review an annual maintenance contract (system had recently gone off during the day). Richard hopes that Landscape will develop a fragmented program for the re-growth of the grass going forward. So far there has been 1 wedding cancelation due to weather and one wedding that went well. The next wedding will be on 7/6. An inquiry has been made for the use of the park for a wedding elopement on 8/4 (only 12 people). Richard has contacted the people for more information but felt that it was small enough party that they wouldn't need to book the whole park. The Board asked that a donation be given for the use of the park.

- Next under Old Business was a restoration update. Current restoration is complete. Next phase will be restoration work on the lantern room and roof (phase 3). ICC is working on a final report which will include recommendations and estimates. There have been no updates on the State earmark. Len will contact Kaylea Moore for the current status. There was discussion on how to spread the word on the completed restoration work and the work to come. Sophia will forward Len the Gazette reporters information. Elise discussed the need for press releases (papers and radio) and noted that the Conde West recently tilted the Lighthouse the 3<sup>rd</sup> biggest tourist location. Jim informed the Committee that the National Trust for Historic Preservation listed the Lighthouse in their "14 must-see lighthouses in the U.S" article. There was discussion regarding the Liz Witham's Lighthouse film showing in the Circle on July 19<sup>th</sup>.

Richard read the Committee a recent email from Kathy Olsen. Kathy has met with Meg Bodnar to review the donor list (partially email and partially mail addresses). Meg has emailed Len to check that Kathy can use the list. Kathy is working on a draft letter to send out to prior donors. Richard will forward the letter to the Board. The Board requested that Kathy come to the next meeting.

- Next, Len gave a brief overview of the 6/12 Planning Board meeting where he presented a temporary signage plan. Planning Board requested that the signs be similar to the existing conservation signs (small green signs with white lettering) until a permanent signage plan is developed (to be reviewed in the Fall). The Committee agreed on the following locations: bottom of Lighthouse path where the pedestrian path begins (right arrow "All Pedestrians"), splitting of pedestrian path (right arrow "to Shops and Cliffs" and left arrow "All Vehicles"), the beginning of the pedestrian path near the bus parking (right arrow "Lighthouse"), and top of woodchip path near Jason's shop (right arrow "Lighthouse"). There was brief discussion regarding the "Cultural District" signs and how faded they are. Elise will bring in an example of a possible permanent sign for the next meeting.

- The Board asked if there was any update from the Condo Association. There were no updates regarding the Lighthouse. Condo owners are opening their condos for the season.

- With no other business to discuss, the Board agreed to meet again Thursday, July 26<sup>th</sup>, 2018 at 4:30pm. A motion was made and seconded to adjourn. **The Board voted unanimously in favor, the motion passed.**

- The meeting ended at 5:31pm.

*Respectfully submitted,  
Sophia Welch  
Board Administrative Assistant*