

Gay Head Lighthouse Advisory Board  
Notes of Meeting 7/26/18  
Aquinnah Town Hall Selectmen's Meeting Room

Members present: Chairman Len Butler, Richard Skidmore, Jim Pickman, Tom Murphy

Not present: Kathy Rainey, Bettina Washington, Elise Lebovit

Also present: Kathy Olsen

- The meeting began at 4:36pm

- The Board welcomed Tom Murphy back.

- First on the agenda was a review of the 6/25 minutes. Len entertained a motion approve the minutes as presented and amended. Motion was moved by Richard and seconded by Tom. The Board voted 4-0, the motion passed.

- Next under Old Business, Jim gave a review of accounts. Jim presented an annual 2017 stewardship report prepared by the Permanent Endowment which showed a small balance still open from when the Lighthouse was moved. Jim asked for the report to be given to Jeffrey, as it no longer pertains to the Lighthouse Advisory Board. The ICC invoice has been approved for payment and will be paid in the coming week. Len informed the Board that he will be meeting with Jeffrey and Emily, Town Accountant, to review accounting and payment of invoices. Jim informed the Board that approximately \$800 has come in from the donation box at the Lighthouse. The Board is still expecting Jeffrey to send a letter to Permanent Endowment requesting the \$9,379. Currently there is approximately \$11,000 in the bank account. After the MA Historic reimbursement, there will be approximately \$71,000 remaining for other uses. There was discussion regarding the MA Historic reimbursement process.

- Next, the Board met with Kathy Olsen to discuss fundraising and grants. The Board reviewed a "post donor" draft letter written by Kathy at the request of the Board. The Board was pleased with the letter and asked her to move forward in sending the letter out after getting comments from the fundraisers for the lighthouse move.

- Next, Len gave an update on restoration. Phase 2 of restoration is complete, and ICC has submitted an analysis and estimate for the remaining restoration work. ICC made recommendations on deficiencies that need to be addressed soon including the following: masonry work, lantern room repair and roof repair. The Board reviewed the recommendation letter. ICC concluded that the cost for the recommend repairs would be between \$500,000 and \$640,000. The Board agreed that the ICC documents will be helpful in applying for grants. There was discussion concerning the State bond bill of \$300,000. The Board will not know if the money is available until late May 2019. Richard will send more information on the bond bill to the Board.

- Next, Richard gave a Lighthouse and Park report. Richard informed the Board that he and Jim had recently toured the Lighthouse with two representatives from the National Trust for Historic Preservation. In conversation, they learned that the Lighthouse is on the National Register of Historic Places in MA but is not a National Historic Monument. Richard has begun the process for making the Lighthouse a National Historic Monument. There was brief discussion on how well the tour season has gone thus far.

- Next, under New Business, Len discussed beginning work on an RFP for the pedestrian path and permanent guardrail. The Board discussed the current path. Jim noted that there is a committee working on a grant for development in the Cliff area (including making the Lighthouse path starting at Jason's shop ADA compliant). Jim suggested that Len get in touch with Derrill to discuss this further. Len plans on contacting contractors who have done work already on the path to get a feel on how much the project will cost. The pedestrian directional signs are ready and Richard along with DPW will erect them.

- Next, under New Business, Len discussed the MHC final report. Jeff and Len have been compiling the proper information and pieces and will be sending it off within the coming week. Reimbursement should arrive within 4 weeks.

- The Board briefly discussed the ICC analysis and restoration recommendations again. The Board agreed that the "top down" approach for restoration is the way to go given that there is moisture getting into the structure via the cracked roof and causing significant damage.

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

- The meeting ended at 5:46pm.

*Respectfully submitted,  
Sophia Welch  
Board Administrative Assistant*