

**Town of Cape Elizabeth
Fort Williams Advisory Commission
Workshop Meeting Minutes
February 7, 2007**

Revision: Approved 2/15/07.

Present: Chuck Wilson (Chair), Ellen Nadeau (Vice-chair), Greg Alznauer, Jennifer Duddy, Tina Harnden, Maureen McCarthy, Dan Chase (Secretary).

Absent: None

Staff: None

Guests: Joe Edgar, Fort Williams Charitable Foundation (FWCF)

Called to Order: 7:25 PM in the Public Works Building conference room by Chuck Wilson.

Discussion of FY 2008 Draft Budget

The Commission began with a discussion of the proposal to move certain budget items from Fort Williams Capital Special Funds Budget to the Fort Williams Park Operating Budget. These items include Tree Maintenance & Plantings, Stone Wall Repair, Misc. Maintenance, Park Signage, Playground Maintenance, and Goddard Home Stabilization. This proposal is being made in response to discussions at the joint workshop with the Town Council and the FWCF that maintenance items and capital expenditures should be differentiated.

Several questions arose to which the Commission would like answers before voting on whether to request this change. Among these were:

- Will these items still appear as separate line items in the budget, or will they be combined with other other items?
- Will the Commission still have direct review and input on these items?
- How are maintenance items handled in other Town departments?
- If these items are moved from the Capital Improvement Budget to the Operating Budget, will the existing balance in the Capital Fund be rolled into the Operating Budget?

The proposed FY 2008 budget was reviewed. Any questions or desired changes on specific line items should be brought up at the next scheduled meeting (February 15th) for discussion with Bob Malley and voting. A few miscellaneous items arose:

- Members should drive by the cement storage building and assess its overall condition prior to voting on whether to request funds for window replacement.
- The Commission would like to revisit the current fee schedule for use of the Park, and obtain usage data from Community Services.
- Should there be a line item and budget for perimeter fence repair? What is the overall status of the fencing?

- Is there money to remediate the overgrown vegetation at Battery Blair in the proposed budget? Can this be handled through maintenance, or are some modifications to the landscaping required?

Due to lack of time, the list of projects and priorities was not discussed. This will be taken up at the next scheduled meeting, after the budget request is finalized. Chuck has made a commitment to the Town Council that the Commission will submit a numbered list of priorities, along with “guess-timate” costs, by May 15th.

Adjournment

The meeting was adjourned at 9:07 PM.

Respectfully submitted,
Daniel Chase, Secretary