

Town of Cape Elizabeth  
For Williams Advisory Commission  
Meeting Minutes  
September 13, 2007

**Revision:** Draft 10/7/07

**Present:** Chuck Wilson (Chair), Tina Harnden, Ellen Nadeau (Vice Chair), Greg Alznauer, Bill Nickerson, Maureen McCarthy (acting as Secretary)

**Absent:** Dan Chase (Secretary)

**Staff:** Bob Malley

**Called to Order:** 7:15 pm by Chuck Wilson.

**Approval of minutes of August 16<sup>th</sup> Meeting**

The minutes were approved as written at this meeting.

**Park Update:**

Cruise ships brought seventeen buses into the park on one day in September. A second park ranger was scheduled for the Fort during the visits. Additional toilet cleanings were scheduled in the mornings. Received good feedback from visitors.

No projects presently being worked on in the park.

A stone wall below the picnic shelter is to be worked on but a time has not been scheduled.

Battery fencing was completed. Vandals have already damaged the fence. The Commission requested that Bob Malley contact the Police Chief and officially request additional police surveillance in the area.

**Budget Update:**

No changes to the budget. Only expenditure was for the Battery fencing.

Bill Nickerson asked about traffic counters to determine number of visitors; Bob will determine costs and get a proposal.

### **Old Business:**

Flag Poles:

Lighting needs to be put in the operating budget for next year. A potential use for the Light House Funds would be this project.

Collection Boxes:

Ellen presented pictures of the ones in the White Mountains. Also presented drawn plans. Public works will fabricate one donation box; no determined completion date was quoted. Need to discuss location for the trial box. The subcommittee is to look at where it should be placed, signage and an overall potential program for future boxes being placed. Their suggestions are to be presented at the next meeting.

Interpretive Installation:

In 1999 the Commission was quoted \$25k to \$30K to do the presented plans. A general discussion was had with regard to potential ideas members might like. An RFP needs to be drafted to get updated quotes and other ideas.

### **Fees:**

Discussed a 20% across the board or going up \$50.00. Further comments were made that that might be too high. It was also noted that group use fee should be added to the web.

Greg Altnauer made a motion which was seconded by Tina Harnden regarding fees:

Picnic Shelter: Increase by 20% in each category all security deposits remained at \$50.00

Resident-full day \$75.00 goes to \$90.00

Resident-half day \$50.00 goes to \$60.00

Non Resident, Groups and Businesses  
Full Day \$300.00 goes to \$360.00  
Half Day \$200.00 goes to \$240.00

Non-profit Organizations (501(C)3)  
Full Day \$200.00 goes to \$250.00  
Half Day \$150.00 goes to \$180.00

Bandstand and Gazebo: No Change

Area Fee: No Change

Photo ops: Maine based companies \$1,000; other companies \$2,500.

Five voted for the motion, one opposed the motion.

Bob Malley will develop a revised Policy reflecting the new fees and submit it to the Town Manager.

**New Business:**

Moved to table sale of bottled water to the next meeting.

**Light House Funds:**

Commission had an open discussion on the Priorities for the Light House funds. Each member was asked to itemize what items they felt would be good use of the offered funds. Some felt they would be a good use to get studies completed for items in the Priorities Report. Once everyone voiced their ideas and discussions were had, a comprehensive list was completed as follows:

1. Lights on both flag poles (main flagpole on Battery Knoll, and flagpole at the lighthouse) to be consistent with flag etiquette.
2. New interpretive display on Battery Knoll.
3. Funding for study of how to preserve Battery Garesche, provide access for the public, and develop historical displays.

4. Funding to develop a plan to improve the area around the main entrance and perhaps fund those improvements.
5. Replace stairs between the Cliff Walk/lighthouse and Battery Knoll.

This list was submitted to the Town Council in preparation for the upcoming Council Workshop on Sept. 17th.

We had a general discussion regarding the priorities identified by the Commission in preparation of the presentation at the Town Council Workshop Meeting.

Adjourned at 9:15 p.m.

Next Meeting: October 18<sup>th</sup> at 7:00 p.m.