

**Town of Cape Elizabeth  
Fort Williams Advisory Commission  
Meeting Minutes  
January 18, 2007**

**Revision:** Approved 2/15/07.

**Present:** Chuck Wilson (Chair), Greg Altnauer, Jennifer Duddy, Tina Harnden, Maureen McCarthy, Dan Chase (Secretary).

**Absent:** Ellen Nadeau (Vice-chair)

**Staff:** Bob Malley

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

**Called to Order:** 7:15 PM in the Public Works Building lunch room by Chuck Wilson.

**Welcome new members Jennifer Duddy and Greg Altnauer**

All members welcomed new members Jennifer Duddy and Greg Altnauer.

**Approval of December 13, 2006 Meeting Minutes**

The minutes of the 12/13/06 meeting were approved as submitted in the second draft of 12/12/06, except that the words “for a memorial” were deleted from the wording of Tina's motion regarding the Goddard Mansion.

**Election of Officers for 2007**

It was moved by Maureen, and seconded by Greg, that Chuck Wilson be elected Chair. This passed unanimously.

It was moved by Chuck, and seconded by Jennifer, that Ellen Nadeau be elected Vice-chair. This passed unanimously.

It was moved by Maureen, and seconded by Jennifer, that Dan Chase be elected Secretary. This passed unanimously.

**Annual Use Requests – See Handouts**

For the benefit of the new members, Bob discussed the use of the park by outside groups and reviewed the use requests received so far. They are from Cape Elizabeth Little League, Cape Elizabeth High School, Portland Amateur Wireless Association, Portland Symphony Orchestra, TD Banknorth Beach to Beacon 10K Road Race, Portland Yacht Club, and Engine Company One of the Cape Elizabeth Fire Dept.

No request has been received for Family Fun Day. Bob will contact Mike Mowles to try to find out if a request will be forthcoming.

It was moved by Dan, and seconded by Maureen, that the use requests received so far be approved. This passed unanimously.

### **Discussion of Town Council Workshop – Next Steps?**

Members who attended the workshop presented their perceptions of the workshop and views about how we should proceed from here. The general consensus is that the Commission should get its priorities in order and present them, along with projected costs, to the Town Council and the FWCF. Action on some priorities can be undertaken immediately through the annual budget process. Others will first need to be defined by internal study by the Commission. Still others will require consultation with outside groups or hired consultants.

### **Review FY 2008 Budget Draft – Schedule Workshop?**

Copies of the draft budget, expenditures to date for the current year, and a history of budgets back to FY 2004 were passed out. Bob reviewed current year expenditures. Given the lateness of the hour, it was decided to schedule a workshop meeting to discuss the draft budget in detail. The meeting will be February 7<sup>th</sup>, at the usual place and time.

### **New Business**

Bob passed around a conceptual sketch and estimate from Allied Cook Construction to rehabilitate the concrete bleachers. The estimated cost would be about \$500,000 to replace them with a pre-cast concrete system. This would not replicate the existing bleachers, but would be a less expensive option. Dan asked Joe Edgar if it might be possible for the FWCF to research the availability of grant money to rehabilitate historic military features of the Park. Bob will forward copies of the sketch and estimate to all members via email.

Chuck passed out a summary project list for the Park, which includes items added through discussion at the joint workshop. He requested that we also plan to discuss these at our workshop meeting on the 7<sup>th</sup>, and be prepared to break them down into maintenance vs. capital expenditures, and short-term vs. long-term time frame.

Joe Edgar said that FWCF meetings are held at 7:00 (or 7:30 ?) PM, on 4<sup>th</sup> Thursdays, at the Community Center. The meeting this month is the 25<sup>th</sup>. Any Commission members would be welcome to attend.

### **Next and Future Meetings**

The next regular meeting will be February 15<sup>th</sup>. Meetings for the remainder of the year are scheduled for 3<sup>rd</sup> Thursdays, at 7:15 PM, in the Public Works Building conference room. These will be March 15<sup>th</sup>, April 19<sup>th</sup>, May 17<sup>th</sup>, June 21<sup>st</sup>, July 19<sup>th</sup>, August 16<sup>th</sup>, September 20<sup>th</sup>, October 18<sup>th</sup>, November 22<sup>nd</sup>, and December 20<sup>th</sup>.

### **Adjournment**

The meeting was adjourned at 9:20 PM.

Respectfully submitted,  
Daniel Chase, Secretary