

Town of Cape Elizabeth
Fort Williams Advisory Commission

Meeting Minutes

May 20th, 2010

Present:

Bill Brownell, Frank Butterworth, Dan Chase, Richard Dunham, Maureen McCarthy (Chair), Bill Nickerson, and Chuck Wilson.

Also present:

Lois Carlson (FWCF), Carol Fritz (FWCF), Jan Staples(Resident), Kathy Bacastow (Arboretum), Mary Hodgkin (Arboretum), Chris Murray (Arboretum), Jim Walsh (Town Councilor and Liaison to FWAC), Sara Lennon (Town Councilor)

Staff:

Bob Malley.

Call to order:

Maureen called the meeting to order at 7:00.

Approval of minutes of the 4-15-10 regular meeting and 4-29-10 workshop:

Bill Brownell motioned approval and Richard seconded.

Arboretum Update:

Chris Murray asked if there was any clarification that the FWAC had in terms of what type of signage could be used to identify species and also to give recognition to donors.

A discussion ensued about acceptable signage ideas to be n keeping with the existing signage so Chris volunteered to submit their signage plans as well as plans for granite benches to us for approval.

Chuck added that it had been agreed that final plans for each pod were to be submitted to the FWAC for approval.

It was further added that in similar situations donor recognition is achieved by having a centrally located stone or kiosk with the names of all donors included.

Park Update:

Bob advised us that the Cliff Walk was being “spiffed up” by filling in areas that had eroded. (Several members commented on how good it looked)

He added that they have engaged a contractor to rebuild the wall areas across from the Central Parking Lot, and it should be finished in a week.

Our Insurance Carrier did an inspection and found that repairs to the buildings would be necessary to maintain a safe environment. Bob said these should be done by October and estimated the cost at around \$100,000.

Bob also updated us on his discussion with the tree warden about the trees that were to be impacted by

the Shore Road Pathway Project and it was the warden's opinion that these could be removed.

Discussion of process of getting to Selection Criteria for Jim Walsh's and Sara Lennon's benefit:

Maureen recapped for Jim the process we went through in our last meeting to establish criteria with which to measure the acceptability of revenue generating ideas that are put forth by the community.

Jim asked if these ideas as a filter can be applied fairly to all requests, and even suggested that they be applied to current revenue generating sources to see if they would pass as acceptable.

All agreed that these were not cast in stone, but were a work in progress.

Jim confirmed that there was no existing list of revenue generating ideas that had been compiled, but rather just contained in various emails received from the community at large.

Jim recapped our criteria discussion for Sara Lennon, who arrived after the initial discussion.

It was questioned whether these criteria should apply to temporary as well as permanent revenue generating activities.

Jim said he would try to get a list of the ideas condensed down from the various emails so we could sit down together to filter these against our initial criteria to see if they can be fairly applied.

Jim was to get this list to Maureen and she would disseminate it to the Commission.

Sara suggested that it might be interesting to see what the community at large felt about the direction of the Fort: Should we spend money generated through fees and events to maintain and improve it or just let it go with the bare minimum of expense.

Capital Worksheet review and discussion:

Jim explained to Sara what this was and likened it to the Town's stewardship report from Mike McGovern.

He felt it was a very valuable document to help people understand the true expense of the Fort and the need for increased income.

Both Jim and Bob felt the real value of this document was to give the Council a road map of the expenditures required to help them make decisions on what needs to be done.

Maureen called for a motion to approve this document.

Motioned by Frank that "We give this document to Jim Walsh to forward to the Town Council as a working document for future consideration, pending the verification of the amount budgeted for the removal of the bleachers.

This was seconded by Bill Nickerson and all voted to approve with Richard Dunham opposed.

Adjournment:

The meeting adjourned shortly after 9:00

Next Meeting:

Thursday June 17th.