

Town of Cape Elizabeth  
Fort Williams Advisory Commission  
Meeting Minutes  
June 17, 2010

**Present:** Bill Nickerson (Vice-Chair), Bill Brownell, Dan Chase, Richard Dunham, Chuck Wilson

**Absent:** Frank Butterworth, Maureen McCarthy

**Also:** Lois Carlson, Mary Hodgkin and Carol Fritz (FWCF), John Mitchell and Kris Murray (Arboretum Steering Committee), and Jim Walsh (Town Council)

**Staff:** Bob Malley

**Call to order:** Meeting was called to order by Bill Nickerson at 7:00 in the Public Works Conference Room.

**Minutes:**

Following minor changes, the minutes of the May 20th meeting were unanimously approved upon motion by Chuck Wilson, seconded by Dan Chase.

**Arboretum:**

John Mitchell reviewed the design process, which is still in the conceptual phase. He emphasized that the final design for the Cliffside Landscape (Site #1) cannot be completed until most of the existing vegetation is removed from that site and a topographical survey is performed there. Only then will the Arboretum Committee come back to the Commission with the proposed final design details of plantings, pathways, benches, signage, etc.

John distributed the preliminary project schedule for the Cliffside Landscape and said that the Committee was hopeful that the clearing and chipping of most vegetation could take place by November of this year. Bob will speak with Mike McGovern to determine if clearing of the entire area of Site #1 can begin this fall if only \$80,000 has been raised by that time.

**Corporate Sponsorships:**

Mary Hodgkin presented for discussion the draft on "Landscape Sponsorships – Naming Opportunities" which has been developed by the Charitable Foundation as part of the fund-raising effort for the Arboretum Project. Mary will be soliciting major funding sources and wants the approval of the Commission to go forward with the proposed Naming Opportunities. Concern was voiced about over-commercialization and any lack

of consistency of plaques and signage. After full discussion, on a motion by Chuck Wilson, seconded by Bill Brownell, the Commission agreed that Mary could discuss with potential donors the first four (4) bullets on the Naming Opportunities draft document. It was emphasized by Bob that any agreements the FWCF may have with potential donors will be on the basis of final approval being anticipated but not guaranteed by the Council.

### **Park Update:**

Bob reported that the stone wall reconstruction project across from the central parking lot has been completed; that the renovations to Battery Keyes (repairing steps and adding railings on the platform areas) will be undertaken next FY and that the \$8,500 that has been budgeted for that purpose will be carried forward; that there is tree work remains to be done; and that a vehicle damaged the gate on Chapel Road and restitution will be forthcoming. He advised that both Family Fun Day and the High School Graduation were very successful and that two commercial film shots will be taken in June, raising \$1,000 from each. Bob also reported that an area near the beach parking lot was one of 2 sites under consideration for a storm water treatment structure (the other being near the high school) which would be installed as part of the Shore Road Pathway project.

### **Discussion of Voting Results:**

There was a brief discussion of the June advisory referendum and the desire for better communication regarding the capital needs of the Fort. Jim Walsh advised that because bus fees would only net \$8,125 after expenses (and that there would be a risk of losing some of the approximately \$150,000 spent by bus passengers at the museum and gift shop), the Council has put off the consideration and implementation of any such fees for another year.

### **Review of List of Potential Revenue Sources:**

Bob and Jim distributed a list of 40 ideas for raising money that have been received from members of the community. Each of the ideas was preliminarily evaluated based on the seven criteria which the Commission has previously adopted for that purpose. From that process it was agreed that the Commission would not recommend pursuing fifteen (15) of the suggestions and that consideration of the remaining ideas would require more information.

### **Fort Williams Charitable Foundation:**

Lois Carlson reported that fundraising is underway for the Arboretum project and for the engineering study for the Battery Blair project. To date, \$55,000 in gifts and pledges has been received for the Arboretum and \$7,000 in pledges for Battery Blair.

Lois reminded everyone that the Foundation has agreed to spend \$18,000 for the Battery Blair project contingent on the remainder of the total estimated cost (\$36,000) being

raised privately. Joe Edgar and Dick Kurtz are heading up that fund raising, which will begin in earnest in July.

**Other:**

Jim Walsh advised that the Town Council intends to have a workshop in the fall with members of the Advisory Commission, Charitable Foundation, and the Arboretum Steering Committee to discuss how best to go forward with money-making endeavors within the Fort and other issues of concern.

**The next meeting is scheduled for July 15th.**

Respectfully submitted,  
Bill Brownell