

Town of Cape Elizabeth
Fort Williams Advisory Commission

Meeting Minutes

October 21, 2010

Present:

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

Also present:

Alice Rand (FWCF), Mary Hodgkin (FWCF), Michael McGovern (Town Manager), Jim Walsh (Town Council and FWC Liaison), Betty Crane (Resident), Lise Pratt (Resident).

In support of the Tupper Memorial Bench: Jim and Paulette Maloney, Ronnie and Jane Kane, Theresa Fox.

Staff:

Bob Malley.

Call to order:

Bill Nickerson called the meeting to order at 7:05 and presided until Maureen arrived..

Approval of minutes of the 9-16-10 regular meeting:

Bill Brownell motioned approval and Dan seconded.

Bench Request – off leash dog area:

Jim Maloney spoke on behalf of the group summarizing the details of what lead to this request and familiarizing us with Ansel Tupper.

Theresa Fox gave us a description of the bench and discussion followed about the different options for siting it.

Chuck motioned that he would support placement of the bench near the stone wall location option, Maureen seconded and approval was unanimous.

Bill Nickerson added that we all truly appreciated the stewardship of this group in helping to maintain the Park.

Park Update:

Bob advised us:

- Roughly 60 Arboretum volunteers cleared brush from around Battery Hobart earlier this month opening up much better views.
- Bus visits have continued to be very busy with the foliage peaking in the area.
- Fort staff did a lot of brush clearing on Battery Blair earlier this month.
- Fort staff painted the trim on the storage building in the Picnic Shelter parking lot.
- The new doors on the storage bay shed had apparently been damaged during shipping so all damaged portions have been replaced.

Review of Group use Policy and Draft Fees & Expenses.

Bill Brownell suggested a few more editorial changes be made to the use policy and Bill Nickerson also added a few.

There was a good deal of discussion about group fees with respect to:

- the proportionality of the fee increase from one group level to another.
- The fee assessed per person in addition to the permit fee.
- The difficulty in attempting to track the number of people for fee assessment unless it is a ticketed event.
- How the new fee schedule would impact events that are already recurring in the Fort vs. future anticipated events.
- Could the fees proposed be used as guidelines as opposed to mandatory, so as not to discourage events that may feel the expense is prohibitive.

Mike McGovern said he had been involved in discussions with the Beach to Beacon officials and they had offered to pay us a user fee of \$25,000 in addition to the assumption of all expenses the Town would otherwise incur as a result of the event(approximately \$20,000)

Frank motioned that we accept the Beach to Beacon's offer of \$25,000 (in addition to continued assumption of all expenses) for the 2011 event. Maureen seconded and approval was unanimous.

Discussion continued involving weddings, ceremonies, and other services, including the charges for the Picnic Shelter.

It was suggested that the fee for use of the shelter be increased for residents only as there was a great disparity between the fees for residents vs. non residents.

Bill Brownell motioned that we increase the shelter fees by \$25 for residents: from \$75 to \$100 for a full day and \$50 to \$75 for a half day, and ceremony fees to \$100.

Erin seconded and all approved.

Bob Malley will revise the fee schedule and send out the the membership with a copy to be attached to the minutes.

The discussion of group fees was tabled till the November meeting.

Master Plan Scope Update:

Discussion on this document prepared by Bob Malley included tree maintenance and rehabilitation, parking areas, building usage, and its purpose as an extended vision for the Fort.

Bob will make editorial changes as a result of the discussion and forward a revised copy to the commission.

Maureen motioned that we accept the Master Plan Update Scope with the amending changes discussed and that Bob move ahead with contacting the consultants.

Bill Nickerson seconded and all approved.

FWCF Update:

Alice Rand reported the following as a part of her update:

-The FWCF formed a development committee comprised of members from the Foundation, the Battery Blair committee, and the Arboretum.

The have come up with a 3 part plan for raising capital:

1. Fund raising through individual solicitations.
2. Seeking out corporate sponsors.
3. Holding fund raising events.

The proceeds will be used to:

-Fund endowments.

-Fund Battery Blair and Arboretum commitments.

-General operating expenses.

Further update included:

-\$15,000 has been transferred to the Arboretum.

-A \$10,000 anonymous gift was received for use on the Arboretum.

-Joel Eastman and Dick Kurtz conducted a guided tour of the Fort to peak interest.

-\$26,580 has been pledged or given toward the Battery Blair study goal of \$36,600.

-The Arboretum is planning a family fund raising event on 11/5/10 at which Glen Israel's band will play. The executive board from the Coastal Maine Botanical Garden will be there.

New Business:

Collection Boxes have netted \$7,000 so far this year.

Erin suggested that the trolley drivers call passengers' attention to the existence of the collection boxes.

Review of the Master plan scope draft and the fee structure will be topics for our meeting.

Meeting Adjourned at 9.

Next Meeting:

Tuesday 11/23/10