

## Fort Williams Advisory Commission Meeting

May 31, 2011

6:30pm at Public Works Facility

Attending: Bill Nickerson – Chair, Bill Brownell, Maureen McCarthy, Dan Chase, Erin Grady, Lise Pratt, Bob Malley, Alice Rand.

Bill Nickerson called the meeting to order at approximately 6:30pm.

Mitchell & Associates presented the “Kick-Off Meeting” document, consisting of the following outline:

- Purpose of the Master Plan Update
- Policy Statement and Goals
- Review of 1990 and 2003 Master Plans
- Project Coordination and Site Inventory
- Public Participation
- Meetings
- Recommendations
- Master Plan Update Report
- Schedule
- Appendix

The above presentation was followed with a Powerpoint presentation of Park images.

Questions from FWAC regarding Update Process:

- Did we evaluate recommendations from 1990 Master Plan for completion?
  - These have not been reviewed, but will be incorporated into Update.
  - Copies of review from November 2010 meeting provided to M&A.
- Will projects be prioritized?
  - Yes, M&A can help with prioritization along with FWAC.
- Discussed revisiting existing Goals and possibly adding new Goals.
  - New Goal 6 added, M&A to prepare language.
- Discussed revisiting the Policy Statement.
  - Decided not to revise Policy Statement.
- How much money is needed for improvements? Need a way to quantify fundraising goals, and know when to stop fundraising.
- What is status of Business Plan?
  - John Thibodeau is most likely going to prepare the Business Plan. Bill Nickerson, Bob Malley and John Mitchell to meet with Mike McGovern during the week of June 6<sup>th</sup> to hopefully finalize.
  - Business Plan needed to review different alternatives for revenue generating sources and the feasibility of each alternative.

- SMCC has a semi-permanent structure for outdoor functions which could be an option at the Park.
- 2003 Master Plan discussed building additional parking, but there are some concerns that building more parking could overwhelm the park with visitors.
- Should parking around the maintenance area be better defined?
  - Some feel it works fine today, some feel better organization would help circulation.

#### Upcoming Schedule

- June 16, 2011 – Meeting with FWAC for Interested Parties of the Park
  - Send out invitations with an agenda so attendees know what to expect
- Council Meetings are on 2<sup>nd</sup> Monday of the month
- Have a Public Meeting at the end of July in Council Chambers
  - People can come to the podium for comments
  - Survey Results can be presented