

**Town of Cape Elizabeth**  
**Fort Williams Advisory Commission**  
Meeting Minutes  
June 21st, 2012

**Present:**

Bill Brownell, Frank Butterworth, Dan Chase, Erin Grady, Don Head, Bill Nickerson (Chair), Lise Pratt.

**Absent:** None.

**Also present:**

Jim Walsh (Town Council), Steve Bates (FWCF), John Mitchell (Mitchell & Associates), Duke Harrington (reporter, The Current).

**Staff:**

Bob Malley.

**Call to order:**

Bill N called the meeting to order at 6:30 PM.

**Approval of minutes of the May 17, 2012 regular meeting:**

With minor correction, Bill B motioned approval and Don seconded. All approved.

**Public comment for items not on the agenda:** Don commented that Arboretum committee members hoped the donation box would be installed at Cliffside soon, as there is increasing traffic there now.

**FWCF Update:** Given by Steve Bates.

- The Foundation will hold its annual meeting next week. There will be 4 board vacancies, with 3 rotating off and the loss of Jeff Armstrong. One new member is slated to join; they are actively recruiting others, with an eye for assets that would help the current Arboretum campaign. Board assessment continues, as they re-position for success in a major campaign.
- Family Fun Day: FWCF was on hand, netting proceeds from the rock climbing and bungee jump. Volunteers for the Arboretum hosted a promotional booth at the Cliffside site.
- Battery Blair: Steve followed up with Rick Renner after the May 30 status report of the engineering feasibility study. Bob subsequently had a conversation with Rick. All agreed that the first priority is pursuing the engineering study (assessing the structural integrity of the concrete); only after the engineering findings have been considered should there be discussion about interpretive signage. FWCF has allocated \$36,600 for this study.
- Arboretum: Cliffside should be completed by the end of next week. \$25K in pledges has been received recently, which has greatly helped cash flow. There were two 8<sup>th</sup> grade workdays with CELT earlier this month; they worked on removing invasives on the back side of Battery Blair. Today was the first of 8 volunteer workdays; Rick Churchill was on hand conducting a docent program. The first yoga class met this week (at Cliffside) with about 20 participants.
- Children's Garden: The survey of the site will be completed next week. Five professionals will be invited to submit designs (with cost estimates) for the garden. Those designs will be displayed Sept 7-28 (location TBD) for public input.

- Events: Garden Tour (July 14) will feature 8 gardens; Cliffside site will be the starting point. An anonymous donor contributed \$1K for garden tour tickets for those who might not be able to participate otherwise. A Cliffside Open House is slated for 4-6pm on Thurs, Aug 2. A major donor event is tentatively scheduled for Sept 21.
- The Arboretum project and Cliffside site were featured in today's Portland Press Herald.

### **Proposed Cliff Walk Safety Improvements**

Over the past month, commissioners had been asked to visit the location of the proposed safety improvements, to further consider how they'd like to proceed regarding the options presented by John Mitchell (Mitchell & Associates) at our last meeting. John reported that he had followed up on the question of code compliance and had been assured by the town CEO that the proposed cable railing passed. Plans offered various configurations of lengths of railing, the use of bayberry bushes, and installing a section of pavers. All proposed plans included erosion control stones. Discussion included possible benefits and personal preferences of various schemes, as well as questions around and attempts to anticipate how visitors would respond to the change. This project is to improve safety for an increasing number of visitors along the Cliff Walk; it is consistent with the park's master plan. Consensus was reached on Scheme C, with the suggestion that the top rail of the railing be set at an angle, if possible. Scheme C includes erosion control stone, a line of bayberry, 40 linear feet of rail, and flush stone pavers; estimated cost \$16,900.

A motion was made by Bill B and seconded by Dan to approve Scheme C. All approved. Bob will finalize the plan with John and put it out to bid.

### **Park and Master Plan Projects Update:** Given by Bob Malley.

- Family Fun Day was a success; vendors ran out of product early.
- Graduation (Sun, June 10) went well. Many commented on how good the park looked.
- There was a photo shoot at the Lighthouse (revenue \$1K)
- Rick Renner and his team dug a hole in the dirt to gain access to Battery Blair; they explored by flashlight to determine the integrity of the structure. They had the hole covered back up and restored by the end of the day. They are behind schedule; we can expect the findings and a draft report by Labor Day.
- Mowing got backed up with the heavy rains, but they will get caught up.
- Bob has signed a proposal from John Mitchell to work on the priority projects from the master plan; the scope of the proposal includes preliminary drawings and planning board process. Timeline: bids in Feb/Mar, construction in spring 2013.
- Shore Road Path construction has begun. The project includes moving the fencing that runs along Shore Road between Delano Park and the top of the hill (near the old entrance) back from the road, deeper into the park.

### **Follow-up on Goddard Mansion discussion:**

Bob sent an email to Dick Gilbane following his presentation at the May meeting. Friends of Goddard Mansion must seek approval from FWAC before soliciting funds or proposals.

### **Review Proposed Fee Schedule:**

FWAC should finalize the 2013 fee schedule and group use policy at the October meeting (after the State Troopers pilot event); it will then go to Town Council's November meeting for approval. There was general consensus that it was appropriate to add a surcharge (suggestion \$200) for group use reservations that opt to serve alcohol, should we choose to change the current alcohol policy.

**Trip to Visit Battery Bowdoin on Cushing Island:**

Battery Bowdoin is a well-preserved companion of Battery Blair. The trip is scheduled for Tues, June 26<sup>th</sup>, 12-3pm. Bob needs releases from everyone attending. Meet at Long Wharf to board vessel *St. Croix*. Bring flashlight, long pants and tick repellent. Joel Eastman will talk about the history of Fort Leavitt and Battery Bowdoin. Rick Renner, Mike McGovern and Steve Bates are expected to attend.

**Other Business:**

Erin mentioned there are walkways in Boston that feature pavers in memory or honor of people; she thought this might work as a fundraising idea in the park.

Jim relayed that the Town Council appreciates FWAC's efforts and progress.

**Final Public Comment:** None.

**Adjournment:**

Motion was made to adjourn by Frank, seconded by Erin. All approved.  
Meeting adjourned at 8:20 PM.

There will be NO regular FWAC meeting in July.

Our next regular meeting will be Thursday, August 16<sup>th</sup> at 6:30 PM at the Public Works Facility.

Respectfully submitted by:  
Lise Pratt, Secretary