

Town of Cape Elizabeth
Fort Williams Advisory Commission
Meeting Minutes
August 16th, 2012

Present:

Bill Brownell, Erin Grady, Don Head, Bill Nickerson (Chair), Lise Pratt.

Absent: Frank Butterworth, Dan Chase.

Also present:

Steve Bates (FWCF), John Mitchell (Mitchell & Associates).

Staff:

Bob Malley.

Call to order:

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

Approval of minutes of the June 21, 2012 regular meeting:

Erin motioned approval and Bill B seconded. All approved.

Public comment for items not on the agenda: None.

FWCF Update: Given by Steve Bates.

- Battery Blair study: A meeting with Renner will be scheduled for 2nd week in Sept, at which time Renner will present a preliminary draft report with findings related to engineering feasibility of the project. The study has fallen behind schedule. The Cushing Island trip is now expected to take place after Labor Day; this should have no impact on the study timeline.
- The Foundation's internal assessment continues under the leadership of the executive committee. Board members have completed a questionnaire; Ginger Jones will compile results; board is seeking independent facilitator for follow-up sessions in September.
- Arboretum: The Garden Tour was highly successful; fundraising results (net) are expected to exceed \$25K. Average 8-10 people at the yoga classes. A new sign at Cliffside shows the change in approved sites. Plant identification signs, like those at Botanical Gardens in Boothbay, will be installed at Cliffside. Thank-you event (Aug 7) hosted 125-150 people. Rotary presented check for \$17,500 toward design of the children's garden. There was a recent article in the Press Herald; another article is expected in an upcoming issue of the Courier.
- Children's Garden: Five designers have been invited to submit proposals, due early September. The proposed designs will be displayed (locations TBD) for public input. Arboretum's design committee will select winning design in December.
- Fundraising: FWCF has not been as successful with grants as they had hoped; now emphasizing regional impact and free access to public. The campaign (Arboretum: \$4M goal) cabinet is being assembled. A major donor event is being planned for October.
- Other: Steve expressed his dismay at the trash and cigarette butts in the Park, specifically in the Cliffside site. The commission might consider improved signage regarding carry-in/carry-out policy and establishing a smoke-free environment throughout the Park.

Review Preliminary Design of Master Plan Projects

John Mitchell presented plans and estimated costs he had prepared relating to projects addressing Master Plan priorities #1, 2, 5 and 7. #1: Expansion of Ship Cove Parking, includes net gain of 23 parking spaces, cul de sac for improved traffic flow, handicap accessible walk from lot to picnic area, and emergency vehicle access to Keyes and Chapel Rds. #2: Upgrade of Ship Cove Picnic Area Slab, involves replacing existing concrete slab (60'x67') and installing a handrail on water-ward corner and tie-downs for securing a tent/awning. Relocating the swings show on the plan but are not included in the estimated cost. #5: Intersection of Ocean and Wheatly Rds, includes re-routing entrance to Wheatly Rd for more gentle curve and adding some stonewalls and steps. This project is slated for 2014, but will be submitted for planning board approval with the other project for cost/time efficiency. #7: Vehicular and Pedestrian Improvements at Powers Rd/Ship Cove Parking Lot entrance and along Ocean Road, includes redefining entrance to parking lot, widening the sidewalk along Ocean Road, and improving pedestrian crosswalk areas. Grading and drainage were discussed with all projects.

A motion was made by Don and seconded by Erin to approve the plans, subject to change as discussed of adding a pedestrian path on the eastern side of the Ship Cove parking lot. All approved.

John will finalize the plan with Bob's help and present it at the Planning Board workshop on Sept 4. He will also prepare the formal submission by late September, to be presented to the Planning Board at their October meeting.

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

- Shore Road Path is going well and should be completed in next few weeks. Next week, the new fencing will be installed from Delano Park to old gate. Mike McGovern wants the stonewall along that section to remain there, serving as separation between pathway and road.
- They received only one bid for the Cliffwalk safety improvement project: \$18,175 from Mainline Fence. Work will commence after Labor Day.
- Bob has met with Mike Edes of Maine Troopers regarding logistics for the Sept 13 event. They will be using the area by the Fire Station rather than the Parade Grounds.
- Tennis courts have been resealed and restriped.
- Greg Marles has done some painting and other improvements on the rental properties along Officers Row.
- Repairs to the Fire Station, including lintel replacement, will be underway soon.
- The Beach to Beacon check was received.
- There will be as a film shoot (David's Bridal) on Sept 5.

Revisit Donation Receptacle Proposal at the Cliffside Site:

The question needed to be resolved as to whether the commission approved the idea of another donation box in or near the Cliffside site. As with the other boxes, revenue from this receptacle would go to the Park's Capital Fund. Various locations for the new donation box were considered, to capture the most traffic without confusing donors about the intent of their donation (Park-wide, not Arboretum project specific). The Arboretum sign (which directs readers as to how to make a donation to the project) is expected to remain in its current location, perhaps joined by or replaced by a kiosk at a later date. A motion was made by Don that another donation box be placed in the Cliffside vicinity, exact location to be determined by Bob Malley. Bill B seconded. All approved.

Trip to Visit Battery Bowdoin on Cushing Island:

Bob reported that Joel Eastman will re-schedule the trip after Labor Day.

Other Business:

Erin asked about lawfulness of dogs swimming in the pond; Bob responded since it is not in the off-leash area, it is not allowed. Bill B asked about the greeter program at the lighthouse; Bob responded program has gone well but it has been hard on the greeters to be out in the elements (sun/heat) for prolonged periods. Bob noted the recent memo from Mike McGovern to the CE Planning Board entitled "Financial Capability for Fort Williams Projects" he recently distributed to the commission.

Final Public Comment: None.

Adjournment:

Motion was made to adjourn by Erin, seconded by Don. All approved.

Meeting adjourned at 8:35 PM.

Our next regular meeting will be Thursday, September 20th at 6:30 PM at the Public Works Facility.

Respectfully submitted by:

Lise Pratt, Secretary