

Town of Cape Elizabeth Fort Williams Advisory Commission

Meeting Minutes

January 17, 2013

APPROVED

Present:

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

Absent:

Frank Butterworth

Also Present:

Steve Bates and Lynn Shaffer (FWF)

Staff:

Bob Malley

Call to Order: Bill Nickerson called the meeting to order at 6:31PM.

Approval of minutes: Bill Brownell moved, Erin Grady seconded approval of the November 29, 2012, meeting minutes without amendment.

Election of officers

The following slate was unanimously elected to serve for 2013:

Bill Brownell, Chair

Erin Grady, Vice-chair

Don Head, Secretary

New Commission member:

The Town Council has selected Gregg Frame to the Commission replacing Dan Chase whose term expired.

Children's Garden Design Update:

Lynn Shaffer reported on changes in the Children's Garden design that have occurred since the Commission heard the plan details from Mitchell and Associates on November 29. The plan has been

substantially simplified through the elimination of several manmade elements that increased the cost of the project and were not in keeping with the Children's Garden mission that focuses on natural space. Members of the commission questioned remaining elements on the same grounds, specifically the climbing tower and the pump-driven water feature where long-term maintenance needs were also questioned. Lynn said that these items will be vetted further at a meeting of the Foundation's design committee on January 31.

The plan includes the possibility of using composting toilets in lieu of portable toilets. Lynn raised the question of whether this substitution might be considered throughout the park.

Fort Williams Foundation:

Steve Bates reported on other items for the Foundation. He said that the cost of the Battery Blair feasibility study may be less than the budgeted amount. He also reported that the Foundation's development director will become an employee in 2013 rather than an independent contractor. This change has cost and paperwork implications such as tax withholding, workers comp and unemployment insurance payments, etc.

Steve said that the annual appeal tally so far is about \$50,000 of which 77% is unrestricted, 23% earmarked for the Arboretum. This compares to totals in the \$30-32,000 range in recent years. In addition, the Foundation has received several grants that total \$18,500 with further grant requests in process.

Capital budget:

Bob Malley presented a proposed capital budget for fiscal 2014 along with updated fiscal 2013 estimates for revenue and investments. Additional funding was approved for fiscal 2014 totaling \$25,000 for three capital projects originally approved in the fiscal 2013 budget. These are Ship Cove parking improvements, picnic area slab rehabilitation, and Powers Road improvement. The added funding is a result of changes in scope that were not accounted for in the original budget. Other items improved in the new budget include additional replacement of perimeter fencing, improvement in the intersection of Wheatley Road and Powers Road, and further fencing improvement along the Cliffwalk near the Head Light.

A motion was made by Bill Nickerson and seconded by Erin Grady to approve the fiscal 2014 capital budget as presented. The motion carried unanimously.

Food vendors:

Three of the food vendors in 2012 will return in 2013. Gorgeous Gelato will not. A request for proposals is available now with a deadline of January 31.

The meeting was adjourned at 9:05PM. Our next meeting will be Thursday, February 21, at 6:30PM at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary