

Town of Cape Elizabeth Fort Williams Advisory Commission

Meeting Minutes

February 20, 2014

Present:

Bill Brownell (Chair), Don Head, Bill Nickerson, Lise Pratt, Terry Ann Scriven, Mark Russell, Chris Corbett

Also present:

Bob Ayotte (FWF)

Staff:

Bob Malley

Call to order: Bill Brownell called the meeting to order at 6:58PM.

Approval of minutes:

The minutes of the January 16 meeting were approved unanimously.

FWF report:

Bob Ayotte reported that three new Foundation board members have been elected. They are Mike Reynolds, Leslie Evans, and Andy Anderson. There has also been a staff reorganization: James McCain, previously contract project manager, is now Arboretum Director. To accommodate the increased outlay for this position, the position held by Ginger Jones has been eliminated.

Both the Children's Garden and the Lighthouse View site will go to a Town Council Workshop on February 24.

Children's Garden fund-raising is accelerating with an excellent team in place.

The Foundation in conjunction with Maine Home and Design magazine will host a multi-location Garden Tour on June 28.

Group Use Request: St. Albans Episcopal Church Centennial Celebration:

St. Albans was founded in Fort Williams one hundred years ago. The church wants hold a service and reception in the Park on June 22 to commemorate that beginning. The Commission approved the request unanimously. (Terry Ann Scriven recused herself because of her involvement with the Church.)

FY 2015 Capital Budget Final Review:

Bob Malley suggested several modest revisions to the budget that was discussed at length during the January meeting. The budget was approved with these small changes.

Wheatley Road/Powers Road Project – Bid Opening Report:

Bob Malley reported that bids were opened February 20 for improvements at the Wheatley/Powers Road intersection. Nine bids were submitted with Aceto Construction submitting the apparent low bid of \$47,860. The bids will be reviewed by Mitchell and Associates representing the Town, and it is anticipated that the Town will award the contract to Aceto.

Separate bids were opened for Alternate 1, the construction of an adjacent stone wall. Given the bids submitted and the funds programmed for this project, it will not be awarded at this time and will be re-considered in the future.

Concession RFP Responses:

Only two bids were received for the four possible sites, and both would prefer the same site. The subcommittee on concessions will meet to discuss awards.

The meeting was adjourned at 8:45PM. Our next meeting will be Thursday, March 20, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary