

# Town of Cape Elizabeth

## Fort Williams Advisory Commission

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Meeting Minutes

March 20, 2014

**Present:**

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

**Also present:**

Bob Ayotte (FWF), James McCain (FWF)

**Staff:**

Bob Malley

**Call to order:** Chair Bill Brownell called the meeting to order at 7:00PM.

**Approval of minutes:**

Minutes of the February 20 meeting were approved unanimously.

**FWF report:**

Bob Ayotte reported that Jane Spencer-Sears has been hired as administrator for data management and other administrative tasks.

Both the Children's Garden and the Lighthouse View sites have been approved by Town Council, and the Council sitting as the Lighthouse Board has approved its gift to the Lighthouse View project.

The Commission was asked to remember the Foundation multi-location Garden Tour on June 28 held in conjunction with Maine Home and Design magazine.

The Foundation is the beneficiary of memorial funds honoring Sam Townsend (with gifts earmarked for the Children's Garden) and Ed Lewicki (with gifts earmarked for Foundation operations).

The Foundation will operate two booths at Family Fun Day.

Bids for Lighthouse View will arrive and be opened next week for all excavation, hardscaping, and planting.

**Park and project update:**

Bob Malley reported that the Wheatley Road/Powers Road project will get underway when weather permits.

**Smoking prohibition update:**

The Town Council Ordinance Committee has drafted a proposed ordinance based on the Commission's recommendation. There will be a public hearing at the Council meeting April 14.

**FY 2015 Capital Budget update:**

Town Council Finance Committee - made up of the entire Council – approved the Commission's capital budget.

**Concession vendor update:**

The subcommittee on concessions met with the two bidders who both wanted the same site. There was an agreement through which each will retain the same site they occupied last year.

The meeting was adjourned at 8:04PM. Our next meeting will be Thursday, April 17, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary