

Town of Cape Elizabeth

Fort Williams Advisory Commission

Meeting Minutes

June 19, 2014

Present:

Bill Brownell (Chair), Don Head, Bill Nickerson, Mark Russell, Chris Corbett

Absent: Terry Ann Scriven, Lise Pratt

Also present:

Bob Ayotte (FWF)

Kathryn Bacastow (FWF)

Caron Zand (FWF)

Staff:

Bob Malley

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

Approval of Minutes: The minutes of the May 15 meeting were approved unanimously.

Group Use Request:

Beth Elicker requested use of the Park on Saturday, October 18, for a 5K race to benefit the Lucy Fund, a nonprofit entity to benefit cancer research. The event was approved subject to Beth working with Bob Malley to design an appropriate route through the Park. The Commission further approved waiving of the toilet requirement and trimming the use fee by 50% because the number of participants will be small. Bill Nickerson abstained from the latter vote.

Roundtable Discussion between the Commission and Representatives of the Fort Williams Foundation :

FWF President led a discussion of the Foundation and its activities in the Park. He said the Foundation is in strong condition after restructuring governance. There are currently fifteen board members, all of whom serve on committees that include governance, finance, resource development, marketing, and the Arboretum.

Overhead and staff cost about \$100,000 per year, an amount raised through the fall annual appeal and a spring follow-up, the garden tour, and management fees charged at the rate of 6% of each project undertaken in the Park. There is a push to expand the mailing list for the annual appeal to extend the list to all Cape residents.

The Foundation's endowment has grown to \$100,000.

The budget for all Arboretum projects now includes maintenance funding for 4-5 years – amounts now set aside for Cliffside and Lighthouse View.

Children's Garden funding is now the Foundation's top priority. The budget has been slimmed down from \$520,000 to \$350,000 plus an expected \$70,000 from the sale of named pavers in the Council Ring, the new name of the stone circle.

The Foundation board will soon begin work on a strategy plan for that organization that should include input from the Commission. After completion of the Children's Garden, the Commission and Foundation must cooperate to prioritize items within the Park's Master Plan. There are other horticultural items in the Plan where the Foundation's expertise will be useful. A number of items in the Plan specifically say that they will be handled by the Arboretum Project for the benefit of the Park. Thus it is reasonable for the Commission to consider contributing to their funding.

Park and Project Update:

Bob Malley reported that the Lighthouse View site is complete and on time. Redesigned vendor space is ready. The Wheatley Road project is complete as well, but it did run \$12,000 over budget.

There was a commercial photo shoot today for the standard fee, and a cooking show called "Pop-Up Kitchen" will film next Friday on Battery Knoll with the Lighthouse in the background.

The Taste of the Nation fund-raising event will be held on June 29.

During the construction of the Lighthouse View site, electrical service was extended into the Lighthouse Circle for use by greeters and concessionaires.

Revenues for the current fiscal year should be above budget.

Bob read aloud a note from Kris and Marilyn Kristiansen, who offer art for sale in the area designated for such sales, asking that the large parking lot be watered more frequently to keep down the dust. Bob agreed to water more often when there are periods without rain.

At the next meeting John Mitchell will join us to report on his new study of the bleachers.

The meeting was adjourned at 9:10pm. Our next meeting will be Thursday, July 17, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary