

# Town of Cape Elizabeth

## Fort Williams Advisory Commission

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Meeting Minutes

July 17, 2014

**Present:**

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

**Also present:**

Bob Ayotte (FWF)

John Mitchell (Mitchell and Associates)

**Staff:**

Bob Malley

**Call to order:** Chair Bill Brownell called the meeting to order at 7:02PM.

**Approval of Minutes:** The minutes of the June 19 meeting were approved unanimously.

**Arboretum:**

Bob Ayotte said that three new members have been elected to the Foundation board. They are: Janet Viollette, who will chair the education committee; Ellie Speh, chair of volunteers; and Sandi Dunham, events chair.

The Light House View site is complete but not to the Board's satisfaction. The contractor will re-seed some areas. James McCain has large volunteer groups working to clear the Light House Reclamation site.

The Garden Tour generated net income a bit over budget from sponsorships and th sale of 450 tickets.

**Park Event and Project Updates**

Bob Malley reported that the Park has been very busy with tourists and commercial photo shoots. There were two shoots last week and there will be three next week.

The Taste of the Nation fund-raising event occurred with only minor issues around parking and trash. The St. Albans Church event went well

**Bleacher Improvement Project**

John Mitchell introduced a plan through which the Commission can reach a decision on rehabilitating the bleacher area by the Parade Ground. This first discussion primarily consisted of questions John posed to the Commission about current and future uses of the bleacher area. Bob Malley suggested that the School Department be included in future discussions because graduation is an important use of the area.

Discussions included: the quantity of seating that is appropriate for events like high school graduation, baseball, etc.; the feasibility of expanding the seating slope either northerly or southerly; configuration of the ballfield; maintenance issues surrounding various possible designs; and material preferences. John will use these discussions to inform a concept design that he will present at the September 18 meeting in expectation that he can then present a final design at the October 16 meeting.

**Financial Update:**

Bob Malley reported that fiscal year revenues will be about 10% over budget and expenses will be about 10% less than budget.

The meeting was adjourned at 9:00pm. Our next meeting will be Thursday, **September 18**, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary