

# Town of Cape Elizabeth

## Fort Williams Advisory Commission

Minutes: 3/12/2015

### **Present**

Lise Pratt, Terry Ann Scriven, Chris Corbett, Mark Russell, Chris Straw, Suzanne McGinn and Bob Malley.

### **Citizen Opportunity for Comment**

No citizen comment.

### **Further Consideration of FY 2016 Capital Fund Budget Proposal**

Initial discussion centered on budget \$\$ for swing replacement. The \$20,000 number for 2015 does not include other costs (site prep, wall construction, etc.) It was pointed out that these "other costs" could add +/- \$5,000 to project. There was general discussion to even fund budget over 2 years (\$100-\$200k) to allow for time for major projects to extend in to 2017.

### **Discussion on Need for Additional Input re: Bleachers Plan**

Chris S's preference was for Plan C and favored soliciting public opinion thru Cape Courier asking for feedback at CE town website. Terry Ann suggested seeking out public opinion and a possible design competition coordinated w/ overall park plan. Suzanne agreed that any new plan needed to compliment all other plans for the park. Chris Corbett suggested that fresh ideas from others in town were a good idea. Lise pointed out that FWAC should get final recommendation Town council by November. It was suggested to have a workshop to create an RFP by our April meeting.

### **Discussion on Plan to Replace Ship Cove Swing Sets**

It was agreed that a site walk would be helpful in making final decision; a May site walk was planned. Dates to consider: Monday 5/11 @ 5PM or Wed. 5/13. Bob M. explained the site plan review process and pointed out that movement of the swings up to 60 feet without need for new site plan. There are approved installation guidelines recommending a flat surface. Test pits will be dug in April as conditions permit.

### **Final Recommendation of FY 2016 Capital Fund Budget**

After \$30,000 was budgeted for the Ship Cove swings and \$200,000 as placeholder in Bleacher project budget line, the commission approved 2016 budget 6-0.

## **Meeting & Workshop Schedule for April, May and June**

Thursday 3/31, 5PM @ Community Services: FWAC workshop to discuss bleacher replacement

Monday 5/11 or Wed. 5/13 FWAC site walk

March 19<sup>th</sup> meeting to begin @ 6 PM

## **Adjourn**

8:50

Minutes: 3/19/2015

## **Present**

Lise Pratt, Chris Corbett, Mark Russell, Chris Straw, Suzanne McGinn, Joe Kozlowski, Jim Walsh, Bob Malley, and Bob Ayotte.

With Terry Ann planning to "Skype" in at a later time in meeting, Jim Walsh reviewed his research at the Maine Municipal Association regarding Skype at public meetings. He noted that it was OK to Skype in to meetings with records to be maintained by the person calling in. He also said that the person calling in was allowed to participate in discussion but was not allowed to vote on business taken up at the meeting. This policy is very new and in a trial and error phase.

Voted 6-0 to Approve minutes of Feb. 19, 2015

## **Fort Williams Park Foundation Update**

Mary Hodgkin was elected to membership of board bringing total members to 14. The annual appeal was closed out at the end of February with a result of \$64,000 v a budget of \$75,000. There will be a targeted Spring Appeals to past donors with +/- 500 letters going out. A final appeal for paver donors benefitting the Children's Garden will begin soon looking for another 170 donors and a target of additional \$52,000. To date 125 pavers have been sold, raising +/- \$113,000. The summer Garden Tour will take place on June 20<sup>th</sup>. Additional sponsors are being sought. Plans for the "Night at the Light" led by the 250<sup>th</sup> Committee has raised \$45,000 in sponsor commitments. A "Host Committee" preferred ticket will be sold for \$250 with average ticket prices for the concert to be in the \$15 area. Invasive Norway maples were removed with only positive public feedback.

## **Consideration of Sculpture Project Request**

A proposal to reject a sculpture project on grounds that it was not in compliance with policy regarding commercial activity in the park and exceeds temporal rules and contemplates a greater time period of usage that is permitted was passed 6-0.

### **Open Discussion with Town Council Liaison – Jim Walsh**

Jim Walsh reviewed roles and responsibilities of the FWAC, reading the charge from the ordinance creating the FWAC. Reviewing proposals for new structures and necessary repairs, park events and activities, special reports and new policies are normal functions of FWAC and suggesting that “work be done at the meetings”, focusing on tough decisions for current Town Council to consider. Acting in an advisory role and maintaining stewardship of overall Master Plan and the facility is most significant charge. His comments reinforced doing the good work of the FWAC when it is in session at publicly advertised meetings.

Lise and Jim offered feedback from the Town Council Finance Committee meeting on the FWAC 2016 budget. The revenue lines were accepted; the expense lines were discussed and the following changes were made: the \$200,000 placeholder line for the bleacher project construction was removed, but \$10,000 was added for bleacher planning, \$30,000 for the swing project was OKed. Town council members were not comfortable approving funds for bleacher project construction without a plan; they requested a recommendation from FWAC by September, as safety was a concern; the plan should include estimate costs and rationale. Jim said that Town Council comments about the bleacher plan should be considered directional.

### **Park Update- Bob Malley**

There are large quantities of snow throughout park particularly in lighthouse loop area. As things thaw small winter damage will be repaired.

Terry Ann joined meeting via Skype on phone supplied by Suzanne McGinn.

### **Group Use Request – Maine state Troopers Association**

A proposal to favor request by the National Troopers Coalition for use of the picnic areas of the park on Thursday Sept. 10th approved 6 -0. Expected use by some 800 – 1000 state policemen.

### **Preliminary Discussion on Capital Projects Priorities**

Lise had requested 3-5 ideas from each member centering on future projects in the park. The following ideas were mentioned by one or members: Bleacher replacement, a group reception / visitor center, bathroom facilities, possibly composting, Goddard mansion rehab plans, battery Garresch and Keyes safety concerns, restoration of park walkways and paths, a softball field, a second picnic area, cleaning of the pond and a warming hut for skaters, the unification plans for children’s garden and bleacher areas, a plan to financially endow park for perpetuity, a sustainability plan for entire fort, the continuation of black fencing on Chapel Rd area, keeping park natural, restore pond and parade ground areas to encourage sightseeing, concerts, music and events, restoring Kitty’s Point, and a review of the old entrance area parking and adding water and electricity in areas where needed. Lise offered to complete and organize ideas for future discussion.

Terry Ann’s Skype connection was disconnected by Suzanne after she mentioned that she was boarding a plane.

**Meeting and Workshop Schedule through June**

Bleacher workshop 3/31 5Pm @ Community Services

Park site walk 5/11 @ 5PM

FWAC and Foundation workshop prior to June meeting 6/11 @ 6PM

Respectfully submitted,

Mark Russell