

Town of Cape Elizabeth
Fort Williams Advisory Commission

Meeting Minutes

October 15, 1915

Present: Lise Pratt, Chris Corbett, Chris Straw, Joe Kozlowski, Terry Ann Scriven, Suzanne McGinn, Mark Russell, staff member Bob Malley and Bob Ayotte from FWP Foundation

Lise called the meeting to order at 7pm.

After noting two minor spelling corrections, the minutes from the meeting on 9/22/15 were approved on 4-0 vote, with Lise abstaining because she was absent from meeting.

FWPF Update

Jennifer Steele was elected to board reaching target level of 15 members. She will be joining in the marketing efforts of the foundation. Bob presented FWAC with copy of first FWPF annual report. Proposals for 4 grants have been applied for to assist in Cliff Walk work. It was noted that overall contributions from the Rotary club have reached \$23,500, an outstanding level. Full funding for the Children's Garden project has been reached. Construction planning is underway. The FWPF annual appeal will go out in mid-November to 3,000 +/- . Volunteer groups from Pierce Atwood and the Naval Sea Cadets worked recently in the Cliff Walk area. Tools provided earlier in the year are much appreciated by the foundation and volunteer workers. Calie Ramisch, an intern with the foundation, will be kept on in a part time basis during the winter season. Bob noted that there has been an "approved" use of herbicides in the park scheduled for November. There were no detailed plans as of yet but, it was noted by Bob Malley that a "best practices policy would be met" in very specific uses in the park.

Bleacher Project Phase II

As a start to conversation, Lise distributed her observations, / reflections/ thoughts from the session with the event planners re: the "bleacher project" at the 8/20/15 meeting, as she was not in attendance at 9/22/15 meeting when this was discussed. Suzanne distributed a preliminary draft of potential survey questions and ideas from the last meeting. Potential uses, overall size, potential funding (donation) ideas and toilets were included. The question was raised as to whether the survey should be broadened to include other topics such as pay-and display. It was determined after discussion

that potential questions for a survey should be collected from members by Suzanne. Joe briefly commented on proposals from Critical Insights and Market Decisions Research. Bob Malley noted that contracts with these type of businesses were generally approved by the town after typically, 3 bids were solicited with the town manager having the final approval. A third proposal was to be sought by the November meeting. The group favored a “representative” survey, with as many members of the community involved as possible, representing with some accuracy broad based public input. It would be important to have input from Park neighbors. Chris Straw offered to work with Jim W and Lise to coordinate with Ted Jordan and his class at CEHS regarding an exit poll on Election Day. It was suggested that valuable feedback from town staff including the police chief would be helpful in event planning efforts in the park. A memo from John Mitchell re: the salvaged granite blocks explained that the use of these blocks would add to the cost of the project, not reduce it, as was previously thought. John’s memo recommended “using a minimal number of smaller sized reclaimed granite blocks as cheek walls next to the proposed sets of stairs within the amphitheater, rather than seating.”

Preliminary discussion and consideration of fee schedule

A copy of the current fee schedule was distributed to the members with the agenda. The Town Council approved changes to the Town’s fee schedule earlier in the year, but it did not include any recommendations related to the Park’s fee schedule at that time. Given the hour of the evening, Bob M suggested that the members review the current schedule of fees for discussion at the November meeting. Bob M will do the same and bring back staff recommendations for the members to consider in November.

Park Update – Bob Malley

Two new railings were installed on steps adjacent to the Green in response to a complaint from a visitor who fell. Positive feedback has been received from some dog-walkers on the temporary fencing placed in the off leash area near the all-purpose field. The request from the Commission to review the tennis/ pickle ball use of facilities town-wide will be an item on the Town Council agenda for November.

Adjournment at 9pm.

Next meeting 11/19/15