

## FORT WILLIAMS ADVISORY COMMISSION MINUTES

June 16, 2016, 7:00pm, Town of Cape Elizabeth Public Works Building

Commission members present: Donald Clark, Charles Wilson, Mark Russell, Chris Straw

Absent: Joe Kozlowski, Suzanne McGinn, Stephen Lyons

Town Councilor Liaison present: Jessica Sullivan

Staff Liaison present: Robert Malley

FWF Liason present: Bob Ayotte, Lynn Shaffer

Public members present: Maya Cohen, 21 Surf Road; Mandy Garmey , 1 Garden Lane

Meeting called to order at 7:02 by Mark Russell.

The following materials were distributed prior to meeting. FWAC meeting agenda – June 16, 2016, FWAC draft minutes May 19, 2016, Cape Elizabeth/South Portland Rotary Proposed Picnic Shelter Improvements, materials from group called Friends of Fort Williams History.

### APPROVAL OF MINUTES:

Members reviewed the minutes. Charles motioned to approve the minutes, Chris seconded with unanimous approval, Don abstaining, of the 5/19/2016 minutes.

### PUBLIC COMMENT:

No public comments.

### UPDATES & CORRESPONDENCES:

Communications from Public: Bob Malley introduced email from Terry Ann Scriven regarding Friends of Fort Williams History. Further discussion will occur at a future meeting.

Other: Bob Malley informed the Commission of the Fort Williams Part Foundation's "Council of Advisors" meeting that he had attended since the last FWAC meeting.

### FORT WILLIAMS PARK FOUNDATION UPDATE – Lynn Shaffer and Bob Ayotte

#### **Foundation Activities**

The FWPF annual meeting was scheduled for 6/23/16 at the Council Ring in the Park at 5:15pm. A tour of the Children's Garden would occur at 5:30 pm. Four FWPF board members were renewing, with one new board member joining.

#### **Fundraising Activities**

##### **2016 Spring Appeal**

The Spring appeal was coming to a close and is expected to exceed budget.

## **Grants**

Three grant requests had been rejected. Additional requests remained outstanding.

## **Children's Garden**

Construction remains ongoing with expected completion in the middle of July. September 9 is the currently scheduled grand opening.

## **Volunteer Activities**

Most plots have been adopted. A number of volunteer groups will be helping to maintain the Park this summer.

## **2016 Garden Tour**

Planning for the 6<sup>th</sup> Annual Cape Elizabeth Garden Tour is underway. This year's event will take place on Sat., 7/16/16, tickets now on sale.

## **DICUSSION OF SURF ROAD ISSUES:**

Mandy and Maya expressed concerns regarding noise and sound from Fort Williams in the area around Goddard Mansion impacting residents of Surf Road. They said these issues are becoming progressively worse and the sounds are disruptive. They wanted more information regarding who does what with respect to the Park.

The Commission then had a discussion regarding the Arboretium, the Fort Williams Foundation, the Advisory Commission, and the Town Council's various powers and responsibilities.

Mandy and Maya raised the issue of rock climbers on Goddard Mansion and smells emanating from the area abutting Surf Road. They requested information regarding upcoming events in the Park.

The Commission discussed these issues, as well as usage of the Park near the Park boundaries and the thinning and clearing of invasive plants in the area. Residents of Surf Road were encouraged to monitor upcoming agendas and to send representatives to attend future Commission meetings.

## **ROTARY CLUB PROPOSED PICNIC SHELTER IMPROVEMENTS:**

Catherine Callahan presented the Rotary Club's proposal for improvements to the picnic shelter. This included a discussion of the proposal, as well as the Rotary Club's long history of funding projects at Fort Williams.

Don moved to affirm the proposal and recommend to the Town Council that they approve Stages 1 and 2 of the Rotary Club's proposal. Chuck seconded with unanimous approval.

The Commission further discussed coordinating improvements with any future improvements involving the adjacent Kitty's Point area.

**AMPHITHEATER PROJECT OUTREACH DISCUSSION:**

The Commission discussed moving community outreach forward with substantive accomplishments by September. The Commission discussed putting together a proposed article for the Cape Courier and thereafter scheduling a public forum in order to receive feedback and input from the public on the current plan. Chris agreed to put together a revised article, with the goal of having the article in a July issue.

**PARK & PROJECT UPDATE:**

Bob provided an update regarding ongoing Fort Williams events and traffic. The Shore Road stone wall restoration work was complete and preparations were ongoing for Family Fun Day.

**OTHER BUSINESS NOT ON AGENDA:**

Mark asked Commission members to start thinking about the current Master Plan in preparation for review of the existing plan next Spring.

**CITIZEN OPPORTUNITY FOR COMMENT:**

Mark further raised an email from Terry Ann Scriven regarding bird boxes in the park and invasive birds.

Chuck motioned to adjourn. Chris seconded. Unanimous approval.

Respectively submitted,  
Chris Straw