

Town of Cape Elizabeth

Fort Williams Advisory Commission

Meeting Minutes

September 19, 2013

DRAFT

Present:

Bill Brownell (Chair), Frank Butterworth, Gregg Frame, Don Head, Lise Pratt

Also Present:

Steve Bates (FWF), Bob Ayotte (FWF), Ginger Jones (FWF)

Staff:

Bob Malley

Call to Order: Bill Brownell called the meeting to order at 7:03PM.

Approval of minutes: The minutes of the June 20 meeting were approved without amendment.

Commission vacancy: Erin Grady has resigned from the Commission because she no longer resides in Cape Elizabeth. The Town Council has decided not to replace her at this time but to wait until the normal board appointment cycle in the late fall for January 1 seating.

FWF Report:

Steve Bates reported that Bob Ayotte will succeed him as President on January 1. Chuck Redman will continue as Vice President, Martha Palmer as Secretary, and Pat Nicholas as Treasurer. Dan Redmond and Bob Pettitt were elected as new Board members.

The Foundation board and the Commission will meet jointly in November at the regular Commission meeting.

Bob Ayotte continued the Foundation report. The garden party brought in \$26,000 including \$8500 from Whole Foods.

In the Arboretum Project, the Cliffside site now has a professional manager, James McCain, who is improving plantings and providing maintenance with the help of volunteers. He has placed identifying signs on the plants, created an adopt-a-plot program, and obtained outside services through his connections in the horticulture industry. Of forty distinct plots identified for volunteer adoption, more than half have been adopted.

Interviews are underway for the Lighthouse View design. Funding for this project is in hand. The portion of this site that is visible from the circle will be complete in time for the celebration of the Park's fiftieth anniversary in 2014. Chairman Brownell stated that the Commission would consider finding another site for the food vendor on that side of the circle in order to improve the beautification of the site.

The Children's Garden site has a budget of \$500,000 and will not be started until that money is raised. An energetic committee is underway on that task.

Ginger Jones outlined a proposed consolidated calendar of events in the Park in 2014 including already planned dates and new ideas in honor of the anniversary.

Preliminary discussion on prohibiting tobacco use in the Park:

Commission members expressed positive views on prohibiting tobacco use in the Park. A draft policy will be presented at the October meeting for discussion and voting.

Vending of expressive matter - update:

The new policy is working so far. Only one additional vendor has appeared, and the vendors are conforming to the policy.

Park and Projects Update:

Bob Malley reported on several recent and future activities in the Park:

Two fencing projects were recently completed: the cable fence along the cliff just north of the Lighthouse and the extension of the decorative perimeter fencing through the old main gate to the hill.

Access improvement to Wheatley Road from Powers Road will go to bid for a March bid opening and an April 1 construction start.

Revenues and spending are in good shape. While the new fencing along Cliff Walk was a bit over budget, the perimeter fence was well under budget. Revenues year-to-date are good: All the office space is rented, bus monitoring is in good shape, and collection boxes are ahead of expectations.

Gregg Frame will be the new liaison with the Foundation.

The meeting was adjourned at 8:43PM. Our next meeting will be Thursday, October 17, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary