

# Town of Cape Elizabeth

## Fort Williams Advisory Commission

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Meeting Minutes

October 17, 2013

**DRAFT**

**Present:**

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

**Also Present:**

Steve Bates (FWF), Bob Ayotte (FWF), Lynn Shaffer (FWF), James McCain (FWF), Emily Garvin (FWF)

**Staff:**

Bob Malley

**Call to Order:** Bill Brownell called the meeting to order at 7:00PM.

**Approval of minutes:**

The minutes of the September 17 meeting were approved with corrections: The bid opening for the Powers Road/Wheatley Road project will be in late February, not March; and a third fence project replacing the old wooden rail fence was also completed.

**Commission vacancy:**

Gregg Frame has resigned from the Commission effective at year-end, citing an overcrowded business and family schedule. He will be replaced by the Council as part of the annual cycle of appointments.

**FWF Report:**

Steve Bates reported that the organization structure he reviewed at the prior meeting is fully functional. He further said that the Foundation's annual fund goal this year has been raised to \$55,000 with a stretch goal of \$70,000. This compares to last year's results of \$48,000, a number much higher than prior results of \$30-35,000. In addition, four grant applications totaling \$100,000 are outstanding with decisions expected before yearend.

There will be a fundraiser at The Buzz for the Children's Garden on November 19.

Bob Ayotte reported that Regina Leonard has been selected as the designer for the Lighthouse View site in the Arboretum Project. The plan calls for removing invasives carefully over time that could stretch several years, but the portion of the site visible from the Lighthouse circle will be completed for next summer. Funding for this site is in hand through a private donor with a match from the Lighthouse Fund.

James McCain, the Foundation's project manager for Cliffside and other projects, reported that clearing work on the north end of Cliffside has opened additional water views and has revealed some areas of

native plants that can be saved. There will be one more scheduled volunteer workday with Boy Scouts on November 9. He also said that educational signage will be installed in Cliffside for next season.

Lynn Shaffer reviewed the Children's Garden budget and a timetable that depends on achieving funding goals. As part of this discussion, James recommended that four major Norway maples, invasive trees that should be removed, be taken out this winter to avoid further spreading of seedlings. The earlier plan called for these trees to be removed when work began on the Children's Garden site. The Commission voted unanimously to approve the plan as presented and to authorize the tree removal subject to the agreement of Tree Warden Mike Duddy.

#### **Group Use Request:**

John Woods, Chair of Share Our Strength Maine – an organization focused on eliminating hunger among children – requested permission to hold the group's annual Taste of the Nation fundraiser in the Park in full compliance with the group use rules including the rules on serving alcohol. Attendance is likely to be 300-350 people. His proposed dates are Sunday, July 22 or 29. A large tent would be installed Friday and removed Monday. All other setup would be accomplished the day of the event. Including setup, the event itself, and cleanup, the group would be in the park for about seven hours the day of the event. The Commission unanimously approved the request with a recommendation favoring the later date, July 29, to assure that the Powers/ Wheatley Road work will be complete.

#### **Continuing discussion on prohibiting tobacco use in the Park:**

The Commission unanimously voted to recommend prohibiting smoking in the Park. This recommendation will be forwarded to Town Council for their consideration.

#### **Park and Projects Update:**

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

Strides Against Breast Cancer will hold a walk in the Park on Sunday, October 20, from 10:00AM through noon.

The cruise ship season is winding down, and traffic in the park from that source has been strong.

The meeting was adjourned at 9:10PM. Our next meeting will be Thursday, November 21, at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary