

Town of Cape Elizabeth

Fort Williams Advisory Commission

Meeting Minutes

November 20, 2014

DRAFT

Present: Bill Brownell (Chair), Don Head, Bill Nickerson, Lise Pratt, Terry Ann Scriven, Mark Russell, Chris Corbett

Also present: Bob Ayotte (FWF)

Staff: Bob Malley, Mike McGovern

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

Approval of minutes: The minutes of the October 16 meeting were approved unanimously.

Commission Member Transition:

Members Bill Brownell, Bill Nickerson, and Don Head will leave the Commission at the end of 2014. In 2015 only one member – Lise Pratt – will have more than one year experience. The three retiring members offered comments on the role and history of the Commission. Don Head spoke of the importance as membership changes of continuity through adherence to the town's original policy statement that guides the Park's mission and to the revised master plan that informs the Commission's ongoing actions. Bill Nickerson discussed the great strides in the Commission's financial capabilities and its resulting ability to invest in the Park since he joined the Commission in 2007. Bill Brownell's comments were in the form of bullet points to inform the ongoing members, beginning with the thought that extensive institutional memory resides with Bob Malley, making him the most important single resource. Mike McGovern reminded the Commission that December 1 will mark the fiftieth anniversary of the town's ownership of the Park. He said that many people have served as members of the Commission over the years of its existence, and they have in common a love for the Park and the desire to maintain and improve it for the visiting public.

FWF and Arboretum Updates:

Bob Ayotte commented on a number of Foundation activities:

Plaques recognizing major donors have been placed in Cliffside. A plaque to honor the lead donor to Lighthouse View is being designed.

There were seventh grader workdays in the Children's Garden to spread compost. The kids loved it and accompanying parents became better educated about the project.

The annual appeal letter will be mailed to about 4000 prospects with a goal of raising \$80,000.

The sale of commemorative pavers in the Council Ring - the pre-existing stone circle - has raised \$91,000 through 93 sales.

The new website will go live next week.

Bob Ayotte and Bob Marley met on October 28 with Bill Wood, a sculptor who hopes that he and other artists could be allowed to install their sculptures in various sites in Arboretum sites. These works would be available for sale. Mr. Wood was told of the policy in the Park of limiting sale of expressive materials including artwork to specific sites by the Lighthouse parking lot. During the discussion that followed, Commission members without exception expressed the view that the existing policy should be followed.

Revenue and Expense Update for Fiscal 2015:

Bob Malley reported that revenues fiscal year-to-date are on target overall. Revenues from site usage fees, tour vehicles, and donation boxes are likely to exceed expectations. The income statement for the full year will likely be within budget expectations.

Park update:

Bob Malley further reported that the fall cleanup of leaves, etc., is well underway and sufficient to lessen work in the Spring. Following the suggestion of Chair Brownell, the town has installed signage pointing out the entrances to Cliff Walk. A new segment of fence has been installed at the Lighthouse end of Cliff Walk to keep visitors away from eroded areas. Bob also said that there has been strong usage of the pickleball court with no problems.

Bob complimented the Park Rangers who play vital roles in managing work and other activities in the Park.

Bleacher Improvement Project:

The Commission reviewed a revised prospective budget for this project that included the cost of providing walkways that bring the design into compliance with the Americans with Disabilities Act. The Commission will consider the project as part of the budget process for fiscal 2016.

Contribution to the Fort Williams Foundation:

The members of the Commission acknowledged their appreciation for the extraordinary work the Fort Williams Foundation has accomplished over the past few years, especially with regard to enhancements in the Park through the Arboretum Project. The Commission recognizes that revenues from donation boxes have increased during these years and that one box is located in the Cliffside site. The Foundation had earlier requested that donations in that box be given to the Foundation. The Commission did not agree to that request but did open the possibility of making a donation to the Foundation when funding was available and suitable areas of need are identified. Bob Ayotte described two such needs: Interpretive signage at Cliffside and Lighthouse View and garden tools for use by volunteers and stored within the Park. After extensive discussion, a motion by Bill Nickerson seconded by Don Head was approved appropriating \$5000 to the Foundation for these purposes. The funds will be drawn from the TBD account which is dedicated to small projects that enhance the park that are not scheduled in other budget accounts.

The meeting was adjourned at 9:00PM. The next Commission meeting will be Thursday, **January 15, 2015** at **7:00PM** at the Public Works Facility.

Respectfully submitted,

Don Head, Secretary