



November 9, 2015

Mr. Bob Malley
Town of Cape Elizabeth
10 Cooper Drive
Cape Elizabeth, Maine 04107

Dear Bob:

I would like to respectfully request the town's permission to use Cape Elizabeth's sports fields for the upcoming 2016 baseball, softball and t-ball season. Team practices may begin as early as March 25th, with CELL opening day scheduled for the first April 30th, 2016. The field usage should conclude mid-July when the various league all-star tournaments finish up.

Field usage has been scheduled as follows:

- T-Ball Fort Williams (grassy field near stadium field)
- A Baseball Fort Williams (Stadium and Playground Fields)
- AA Baseball Fort Williams (Playground Field)
- Minors Softball Fort Williams; Lower Lions, Plaisted Park
- AAA Baseball (9/10) Lower & Upper Lions Field; Plaisted Park
- Majors Baseball & Softball Upper Lions; Plaisted Park
- Juniors & Seniors Baseball Middle School Field
- Juniors & Seniors Softball Upper Lions; Plaisted & Capano Fields
- Extra Practices Capano

CELL understands that all fields, with the exception of Ft. Williams & Plaisted Park are shared with school teams. Our league directors of baseball & softball will contact the appropriate school officials to avoid any conflicts.

Please feel free to contact me with any league official business at 782-0727 or tgagne@nasonmechanical.com. You may also forward any correspondence to my residence at 129 Oakhurst Road. Thank you, Bob, for the town's past and continued support of little league in Cape Elizabeth.

Very truly yours,

Todd Gagne
League President



CAPE ELIZABETH HIGH SCHOOL

345 OCEAN HOUSE ROAD
CAPE ELIZABETH, MAINE 04107
TEL. (207) 799-3309
FAX (207) 767-8050

3 December 2015

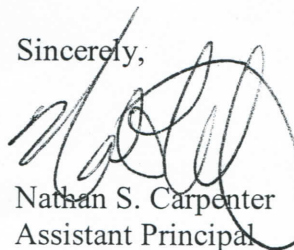
Mr. Robert Malley
Town of Cape Elizabeth
Public Works Director
Cape Elizabeth Maine 04107

Dear Mr. Malley:

This letter is to officially request the use of Fort Williams Park and grandstand for Cape Elizabeth High School's Class of 2016 Commencement. The graduation service will be held at 1 p.m. Sunday, June 12, 2016. As in past years, we will need some additional time prior to the ceremony for set up (8 a.m.) as well as some time to dismantle the stage after the ceremony. On the 8th, 9th and 10th of June, we would like to use the area for marching practice between 9:00 and 11:00 a.m.

As always, we appreciate the services that the town provides on graduation day and the time and energies put forth by various individual town employees. Graduation at Fort Williams is a time-honored tradition and allows for parents, alumni, and the town to gather and celebrate the accomplishments of the graduating class.

Sincerely,



Nathan S. Carpenter
Assistant Principal

CC: Jeffrey Shedd

Michael McGovern
Janet Hoskin
Neil Williams



Google

Robert Malley <robert.malley@capeelizabeth.org>

Fwd: Family fun day reservation

1 message

Frank Butterworth <fbutterw@gmail.com>
To: Bob Malley <robert.malley@capeelizabeth.org>
Cc: Frank Butterworth <fbutterw@gmail.com>

Wed, Dec 2, 2015 at 5:18 PM

----- Forwarded message -----

From: **Frank Butterworth** <fbutterw@gmail.com>
Date: Wednesday, December 2, 2015
Subject: Family fun day reservation
To: Bob Malley <robert.malley@capeelizabeth.org>

Bob,

Would you please pass along my request to the FWAC to reserve the parade grounds and picnic shelter for Saturday June 18th for the annual Family Fun Day event?

We will need the normal areas for the entire day including the evening for a wind ensemble concert and fireworks(beginning at 9:15 PM)

Please also include Sunday 6/19/2016 in this reservation as our rain date.

Thank you,

Frank Butterworth on behalf of the Family Fun Day Committee.



December 18, 2015

Bob Malley
Town Hall
320 Ocean Hall Road
Cape Elizabeth, Maine 04107

Dear Bob:

Please accept this memo as an official letter of request for permission to use Fort Williams Park once again for the finish of the 19th Annual TD Beach to Beacon 10K Road Race. The race is scheduled for Saturday, August 6, 2016.

We would also wish to reserve Tuesday, August 2nd through Friday, August 5th as set up days. We anticipate using the same locations within the park as in the past (lower field, upper field near flag pole and field near gazebo and soccer field for kid's event on Friday night). New might be a high school mile conducted within the park on Friday night before the annual kid's event.

In advance, many thanks for your continued support and cooperation.

Kind regards,

A handwritten signature in cursive script that reads 'Dave McGillivray'.

Dave McGillivray
Race Director

cc/Mike Stone
cc/Matt West
cc/Andy Deschenes

December 18, 2015

Robert C. Malley
Director of Public Works
Cape Elizabeth, Me 04107

Dear Mr. Malley,

I am writing to request the use of Fort Williams Park on Sunday, October 16, 2016 for our Making Strides Against Breast Cancer 5K walk. Last year's walk was held at the same location.

Making Strides Against Breast Cancer is a walk that brings the community together to honor those with breast cancer, remember those we have lost, and create a world where no one has to face this disease. The funds raised help people get well, stay well, find cures, and fight back to end breast cancer.

We anticipate approximately 1500 participants to attend this event. Promotion will be through the event website, posters, and local media.

We will need to set up starting around 7:00 AM and clean-up is expected to be done by 2:00 PM. Walk registration will be from approximately 9:00 - 11:00 AM with an 11:00 AM walk start time.

The walk will be about 3 miles in the park. This route is to be determined, but most likely will look like years past and event volunteers will be stationed along the walk route. We request the use of the picnic shelter and electricity to be set up a PA system. We also seek permission to set up a small stage (risers) and will need an area in the park to set up one or two tents and up to six 10x10 canopies for event registration, information, services, etc. Porto-Johns will be rented by the American Cancer Society- the number and location will meet requirements for park use. The American Cancer Society will provide trash bags and receptacles/dumpster and even organizers will remove trash abiding by Carry In- Carry Out policy.

Parking will be needed for about 650-700 cars. Event organizers will provide/post parking signs as needed for park use. Event volunteers will be stationed to help park cars. The American Cancer Society will hire police assistance for the registration area and if needed to assist with parking or walk route.

We have a limited budget for this event and ask that, if possible, some or all of the applicable fees for park use be waived.

Thank you for your consideration of the American Cancer Society's- Making Strides Against Breast Cancer 5K Walk. If you have any question, please contact me at the number below.

Sincerely,

Matthew Kennedy

Matt Kennedy
Community Manager, Making Strides Against Breast Cancer
(207)-373-3719
Matt.Kennedy@cancer.org