

FORT WILLIAMS ADVISORY COMMISSION MINUTES
April 28, 2016, 7:00pm, Town of Cape Elizabeth Public Works Building

Commission members present: Donald Clark, Charles Wilson, Suzanne McGinn, Stephen Lyons, Joe Kozlowski, Mark Russell

Absent: Chris Straw

Town Councilor Liaison Absent: Jessica Sullivan

Staff Liaison present: Robert Malley

FWF Liason present: Bob Ayotte

Public members present: Terry Ann Scriven, 18 Old Ocean House Rd, Cape, Dick Gilbane, 226 Bowery Beach Rd.

Meeting called to order at 7:02pm by Mark Russell (Chair).

The following materials were distributed prior to meeting: FWAC meeting agenda – April 28, 2016, FWAC draft minutes March 17, 2016, FWAC draft minutes April 13, 2016, copy of an e-mail written by Terry Ann Scriven.

APPROVAL OF MINUTES:

Members reviewed the March 17th minutes with one correction. Don motioned to approve the minutes with the edit of correcting the vote on approving the Capital Planning Budget from 6-0 to 5-1, Steve seconded with unanimous approval of the 3/17/16 minutes.

Members reviewed the April 13th minutes with no changes. Joe motioned to approve the minutes, Steve seconded with unanimous approval of the 4/13/16 minutes.

PUBLIC COMMENT:

No public comment from attendees.

COMMISSION MEMBER UPDATES & CORRESPONDENCE:

Bob read an e-mail received from Maya Cohen, dated April 22, 2016. She and others would like to share the Cape Cottage Beach Association's concerns of traffic potential improvements to the FWP. There was discussion that May's FWAC agenda will be full with the FWPF members joining the FWAC for a joint meeting, so Bob will include the Cape Cottage Beach Association discussion as an agenda item for the June 16th FWAC meeting. Bob will follow up with Maya and let her know the discussion date.

Mark acknowledged receipt of Terry Ann Scriven's email and brought it to the attention of the commission, calling attention to concerns raised in the email. There was no discussion or comments from the members.

PICKLEBALL: Joe and Don attended the ad hoc pickleball committee meeting on 4/27/16. To summarize, a reasonable compromise occurred. Monday, Wednesday and Friday until 11am, tennis players have priority use of the two courts by the pond. Tuesday and Thursday until 11am, pickleball players have priority use of the courts. The committee agreed to keep this arrangement for the next 2-3 years in hopes that this schedule will work well. The groups also agreed that the two sports cannot be played side by side because of the social nature of

pickleball. There will be additional signage posted on the courts stating the priority play days, with no active policing deemed necessary. There is a desire to change the color of the pickleball lines on the tennis court.

Bob stated that the pond courts are scheduled to be resurfaced after July 1, and he will work with the resurfacing company, Jeff Thoreck and Russell Packett to find a solution to the color scheme of the lines that tennis and pickleball players will find suitable for playing. A long term solution suggested repairing and potentially expanding the basketball court near the single tennis court, which could translate into four multi-use courts (4 tennis, 8 pickleball).

FORT WILLIAMS PARK FOUNDATION UPDATE – BOB AYOTTE

Foundation Activities:

Two FWPF board members will not be returning next year. Dan Redmond has completed his three year board term, but will remain on the Resource Development Committee. Ellie Speh has a year remaining on her term, but will be giving up her board position due to other commitments. Ellie will continue to be on the Garden Tour Committee. The Governance Comm. is currently recruiting for replacements in order to keep the board at a compliment of 15 members.

The members of the FWPF Advisory Council toured the Arboretum on April 5. The Advisory Council, with Kathryn Bacastow as its chair, will hold their first formal meeting tomorrow, April 29.

Fundraising Activities:

2016 Spring Appeal

The 2016 Spring Appeal was launched at the beginning of April targeting previous donors who did not contribute to the Annual Appeal. The Spring Appeal was sent to 650 previous donors. To date over \$4,100 has been raised from 41 donors. The Spring Appeal has been budgeted to generate \$5,000 in donations.

Children's Garden:

As previously reported the Children's Garden has achieved its fundraising goal of \$400,000. At the current time there are no outstanding grant proposals for the Children's Garden.

Cliff Walk Landscape:

There have not been any grants awarded for the Cliff Walk Landscape project since the last report. We are awaiting a decision on a total of 8 grant proposals amounting to \$219,000 which have been submitting to foundations to fund work at Cliff Walk Landscape. There are currently 9 Cliff Walk Landscape proposals totaling \$315,000 in the grant writing process pipeline to be submitted later this year.

Family Fun Day:

The FWPF will be responsible for the bungee jump venue at this year's Family Fun Day. Last year this event netted \$1,200 for the FWPF.

2016 Garden Tour:

Preparation for the 6th Annual Cape Elizabeth Garden Tour is well underway. This year's event will take place on Sat., 7/16/16 with 10 gardens on display. Sponsors have been recruited for all of the gardens. A final push is on for tour guide advertisers and restaurant listings. The budgeted profit from the Garden Tour is \$30,000.

Arboretum Activities

Earth Day Clean-up:

A group of 20 volunteers led by FWPF board member Jen Steele and FWPG landscape gardener celebrated Earth Day on Saturday, April 23 with a clean-up at Fort Williams Park.

Children's Garden:

LP Murray began demo and rough grading on Friday, April 15 and are making great progress. Their work should be completed within the next couple of weeks.

Linkel Construction is scheduled to begin their hardscaping and planting work at the site on May 9. Planting is to occur between May 23 and June 10 with two additional weeks built into the schedule for miscellaneous details and weather delays.

Robin's Nest will be constructing the stream and bio filter during the above timeframe. The anticipated completion of the Children's Garden is June 24 (end of June at the latest).

To address a question raised during the FWAC site walk of Fort Williams Park, the central path through the Children's Garden is ADA compliant with the grade along the path never exceeding 5%.

Cliff Walk Landscape:

Efforts continue to organize both individuals and corporations to staff volunteer work groups to begin clearing sections of Cliff Walk Landscape.

Fruit Orchard Site:

This site is being cleared by Public Works of unwanted vegetation preserving the apple trees and a few other desirable trees. The site will be graded and mulched with straw and Public Works will periodically mow to suppress weeds and invasive plants. Todd Robbins of the Sprague Corp. has pruned the apple trees.

Arboretum Staff:

There will be two part-time landscape gardeners working in Fort Williams Park over the summer each working 20 hours a week. Calie Ramisch will be joined by Alex Donka, a SMCC horticultural student.

FOLLOW-UP DISCUSSION ON FWP 4/13 SITE WALK:

The FWAC members all appreciated the time spent walking FWP and reviewing sites listed as priorities within the FWP 2011 Mater Plan Update, and it helped the committee develop a list of priorities for the next 2-3 years. Bob Ayotte expressed disappointment that FWF was not notified of FWAC's site walk, since FWF folks could have answered some of the questions that came up related to FWF work, especially concerning the Children's Garden project. Mark apologized for the oversight and noted to include FWF on future FWP site walks. Mark and Bob will determine whether sets of stairs located near the Children's Garden will be fixed or removed, since this was a corner raised during the site walk. It was confirmed by Bob Ayotte that there will be ADA accessibility within the Children's Garden, and it was designed so parking would be up above the parade grounds to accommodate folks.

FWP UPDATE FROM BOB MALLEY:

Bleacher site has been graded. Still more finish work to do along with seeding & mulching.

Contractor hopes to wrap things up on Friday, April 29th.

Steps on the westerly end of the bleacher removal project will be repaired along with the cracked risers on the remaining bleachers by June 3rd.

Interior metal work inside the Picnic Shelter has been painted.

Stonewall along Shore Road between the Fire Access Gate and Delano Park is being rebuilt.

"Scoop the Poop" event was held on April 16th. Another one will be held in the Fall.

Cliff Walk railing will be installed next month.

Recognition of FWP playgrounds in current issue of Down East Magazine.

Rangers have started working and seasonal help starts on May 16th.

Email from Maya Cohen (resident of Surf Road) – Reported Under "Correspondence"

STEVE LYONS UPDATE ON MEETING WITH DICK GILBANE RE: GODDARD MANSION:

Steve and Dick met on March 25th at Steve's house to discuss the potential restoration of Goddard and Battery Keyes. Topics included possibly working with FWF since they are a 501

3(c) and fundraising is critical to success of restoration, or a new non-profit could be started. Dick has potential legal and financial resources to potentially develop and maintain the restoration of these two structures. Joe suggests running some focus groups to learn communities interest in this potential project. Bob and Dick have tried to connect in the past, and will try and get together to talk further about the restoration idea. Steve would like to be actively involved in the project, and asked if there would be a conflict if he was involved in FWAC and this new restoration group. Suzanne suggested that he talk with Debra Lane for clarification. Dick is delighted to think about the project, meet with abutters, and thinks that there may be a clever approach to restoring Goddard. The next step would be to hold another meeting to determine the best configuration of a Goddard/Battery Keyes restoration committee.

DISCUSSION & ADOPTION OF CAPITAL PROJECT PRIORITIZATION:

The Town Manager and Town Council requested a three year capital project prioritization, based on FWP's annual estimated income from FY 2017-2019. This exercise will help the town estimate its projected overall three year budget. At the last FWAC meeting the members listed their top 2-3 priorities for the FWP. Based on those priorities Mark compiled a document summarizing the priorities. After the group reviewed the document, Chuck raised his concern with the omission of repair of sidewalks and stairs within the park, and FWAC should be budgeting dollars each year for these repairs. Other members felt that the \$15,000 budgeted each year as miscellaneous expense for the park could pay for these repairs. All other priorities listed reflected the committee's sentiments, except for one additional project for 2019, which is an extension of the black perimeter fencing to the back lot of the Surf Rd house along Shore Rd.

Don proposed a motion to approve the FWP Capital Project Prioritization – FY 2017-2019, with the addition of a suitable write-up with the extension of additional FWP perimeter fencing from the current termination on the northerly side of the main gate along Shore Road to the back of the Surf Road properties(470 ft + gate), for an estimated cost of \$35,000. Joe seconded. Vote in favor 5-1.

OTHER BUSINESS NOT ON AGENDA:

Mark attended the TC finance meeting and proposed a couple of fees the FWAC committee had proposed increasing for FWP. In Response to a letter Jean Gross wrote to the TC expressing her concern with increases to tour bus fees, FWAC's recommended fee increases were reduced by the TC.

CITIZEN OPPORTUNITY FOR COMMENT:

To address the deteriorating sidewalks along the top of the bleachers, Terry Ann Scriven made a suggestion to remove the crumbling sidewalk and replace it with stone dust material until the amphitheater project is built. The amphitheater project plan includes replacing the sidewalk along the top of the old bleachers. She also suggested moving the three Kitty's Walk interpretive signs to the Cliff Walk area where there is more pedestrian traffic, instead of spending money to make Kitty's Point more pedestrian and ADA accessible (\$60,000). Also, FWAC should consider including Goddard Mansion within its capital budget prioritization for FY 2019-2020.

Next FWAC meeting is May 19th.

Steve motioned to adjourn at 8:45pm. Joe seconded. Approved 6-0.

Respectively submitted,
Suzanne McGinn
FWAC Secretary

DRAFT