

FORT WILLIAMS ADVISORY COMMISSION MINUTES  
July 21, 2016, 7:00pm, Town of Cape Elizabeth Public Works Building

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

Staff Liaison present: Robert Malley

Town Council Liason present: Jessica Sullivan

FWF Liason present: Lynn Shaffer

Public members present: Jim Walsh, 23 Rock Crest Drive, Terry Patterson, 15 Surf Rd, Maya Cohen, 21 Surf Rd, Terry Ann Scriven, 18 Ocean House Road

Meeting called to order at 7:03pm by Mark Russell.

The following materials were distributed prior to meeting: FWAC meeting agenda – July 21, 2016, FWAC draft minutes June 16, 2016, email from Maya Cohen, email from Tyler Patterson.

**APPROVAL OF MINUTES:**

Members reviewed the June 16th minutes with no corrections. Don motioned to approve the minutes, Chris seconded with approval of five members and two members abstained due to absence at June's FWAC meeting.

**PUBLIC COMMENT:**

Terry Patterson and Maya Cohen shared their concern for a recent wedding held near Goddard Mansion. There was a lack of safety, cars parked on the grass by the swings, party was too large (100-150 people), much garbage was left over on the ground, very noisy and smelly for Surf Rd abutters. This brings to light the bigger issue of recent changes and the future of the park and its uses. This past fall, there were 23 buses in the park by the soccer fields, and there was no room for residents to park to watch their kids play soccer. There is a need to review and change the rules for renting particular sites to improve respectable use of FWP rental areas. The residents wish list would be a buffer to reduce sound and smell, limitation of users and limit buses and vehicles in FWP.

Bob will send notice of upcoming events to Surf Rd abutters. FWAC will look into adding a vegetation buffer along fence of Surf Rd residents. The residents were encouraged to attend future FWAC meetings and/or join FWAC, as their input is truly valuable as an abutter to FWP. FWAC will investigate the ability to limit buses in the Fort.

Terry Ann Scriven provided positive feedback on the Cape Courier article about the amphitheater project, and stated her public support for the project. She believes that this inviting space will have many potential benefits as a community gathering space located next to the Children's Garden.

**COMMISSION MEMBER UPDATES & CORRESPONDENCE:**

Terry Patterson, 15 Surf Rd and Maya Cohen, 21 Surf Rd submitted letters sharing their concern about the recent wedding held at FWP.

**DISCUSSION OF "FRIENDS OF FORT WILLIAMS HISTORY" EFFORTS:**

Friends of the Fort Williams History is a new third party group interested in putting together a proposal to preserve historical features within FWP (ie. Goddard). In terms of logistics, Dick Gilbane (a Cape resident) is gathering an interested group of folks, and he was informed by Bob that he needs to put together a formal proposal for the FWAC to consider. FWAC would then have to approve any proposal, and then potentially submit it to the TC for approval.

#### FWP UPDATE FROM BOB MALLEY:

Bob handed out Beach to Beacon Race credentials to all members. He encouraged them to get to the Park early on race day and to make sure to RSVP for the Clambake.

Bob reported that the Town Council approved changes to the Boards and Committees Ordinance in July. The biggest changes for the FWAC is that it will now be known as the "Fort Williams Park Committee" and staff (Bob) will now be taking the meeting minutes. The Town Manager will be working on a meeting minute template that will be shared with other standing and ad-hoc committees.

It has been busy in the Park and the open spaces are very dry due to the lack of rainfall.

Bob reported that revenues for FY 2016 came in above budget. The Capital Fund took in \$192,462 which exceeded the amount forecasted by \$19,112. On the expenditure side, \$89,359 was expended and \$88,859 was forecasted to be expended when the budget was submitted.

Bob reported he is working with a resident (Terry Ann Scriven) in a program to install bird boxes in the Park for native species. The existing bird houses on the PHL property are harboring invasive bird species that are preying on the native species, such as Bluebirds and Tree Swallows. They will be removed this week. It is planned to install additional boxes in the area of the Children's Garden.

#### FORT WILLIAMS FOUNDATION UPDATE: Lynn Shaffer

##### **Foundation Activities**

The FWPF board has added one new member, Drew Guthrie.

##### **Fundraising Activities**

###### 2016 Spring Appeal

The 2016 Spring Appeal final numbers are in. We raised \$7,840 from 67 donors, exceeding the budget of \$5,000 in donations.

###### Family Fun Day

The Bungee Jump netted \$1205 for the FWPF this year, barely surpassing \$1,200 last year.

###### 2016 Garden Tour

The Garden Tour was a huge success: perfect weather, wonderful volunteers, incredibly generous homeowners, terrific sponsors, and lots of people who enjoyed taking the tour. The budgeted profit

from the Garden Tour is \$30,000 and it looks like we may have exceeded that.

##### **Children's Garden**

We have received permission to apply two grants for the Cliff Walk Landscape, totaling \$34,000, to the

Children's Garden instead. In addition we have received:

\$14,500 from a private donor and a matching grant

\$5,000 from a new paver sale

\$1,205 proceeds from Family Fun Day

giving us \$54,705 to fully plant the garden. Additionally, the contractor who built the bio-filter pond and

stream plans to donate seed for the wildflower meadow.

We have been offered a major donation to pay for a granite slide, which would become part of the

Children's Garden. The slide was part of the original plan presented to the FWAC, but was later removed

to the Add Alternate list when we lacked the budget to pay for it. We are in the process of confirming

that the donation includes funds to prepare the site and install the slide.

Cliff Walk Landscape

Total Granted Requests: 2 for a total of \$7,000

Total Pending Requests – 7 (\$239,000 requested)

Total Planned Requests: 9 (Minimum \$177,300 to be requested)

Arboretum Activities

Children's Garden

The bio-filter pond and stream are running.

Construction, including hardscape and planting, is nearly complete. The contracted project completion

deadline is July 31, though we anticipate it may take a week or two longer to finish.

The grand opening of the Children's Garden is still scheduled to take place on Friday, Sept. 9 at 4:30 PM.

#### **Cliff Walk Landscape**

As a follow-up to last fall's initial herbicide treatment to control invasive plants, Vegetation Control Services returned in early June to apply a second treatment (Rodeo). Staff and volunteers will do more cutting in September, to be followed by another application of herbicides.

Volunteers

The majority of the Cliffside and Lighthouse View plots have been confirmed as adopted, and we are beginning to recruit adopters for the Children's Garden.

#### **REVIEW FORMAT OF PROPOSED AMPHITHEATER PUBLIC FORUM:**

Mark passed out a potential public forum outline for August 17<sup>th</sup>. It is important to focus on the justification of the project for TC, which includes potential revenue generation, safety and that we are replacing the bleachers in a different seating configuration/format.

Is it worth the expense? It could be used all year around, versatile, complements the Children's Garden and could be used for programming.

Is it a good location for an amphitheater in Cape and FWP? It's located in the middle of FWP, away from abutting neighbors, utilizes an underutilized area of the park, provides a Cape community gathering space which is something the Town Center Planning Committee stated that there was a community need.

There is a question of scale. Is seating for 300-400 the right size? Are their limitations? We currently have procedures and rules for parties, but we would have to change our policies on all sites. We would potentially need a public hearing at the TC level on policy changes.

Maintenance? The new space will require two people to mow, space will be irrigated, so water will need to be piped in from Shore Rd through an extension of the water main. This is not a big expense since the pipe would not be installed below the frost line.

What is the unmet need of the of the amphitheater? Safety, an additional facility/gathering space, a perfect spot for bringing folks on the perimeter of FWP and orienting away from the abutting neighbors and creating an attractive space towards the center of FWP. Bob noted that

the traffic problem in the FWP is more perceived than actual. Also there are 225-250 parking spots in the overflow lot above the old bleachers.

Little League field is staying in place.

\$9,000 cost for a handicap ramp and paved parking space that is needed for the Children's Garden, and could also be used for the Amphitheater patrons.

Request that John Mitchel review the expenses one more time before the public forum to ensure accuracy of project cost.

Proposed Amphitheater Forum format:

- Welcome everyone and introduce the FWAC members, sign-in sheet
- Purpose and objective of forum
- Overview of proposal
- General details of proposal
- Intended utilization
- Each FWAC member will be responsible for answering a topic. Justification, is it worth the expense, is the location appropriate, maintenance and cost, utilization, impact on FWP, income possibilities (10 minutes per topic)
- Next steps
- Include visuals, concept maps
- Thanks for attendance

OTHER BUSINESS NOT ON AGENDA:

None.

CITIZEN OPPORTUNITY FOR COMMENT OF ITEMS NOT ON THE AGENDA:

None.

ADJOURNMENT:

Amphitheater Public Forum is Wednesday August 17<sup>th</sup> at 7:00pm at Town Hall.

Next regular FWAC meeting is Thursday August 18<sup>th</sup> at 7:00pm.

Don motioned to adjourn at 9:00pm. Chuck seconded. Approved 7-0.

Respectively submitted,  
Suzanne McGinn  
FWAC Secretary