

25 July 2017

Mrs. Barrie Bilodeau Lynch
98 Scott Dyer Road
Cape Elizabeth, Maine 04107

Mr. Robert Malley
Director of Public Works
P.O. Box 6260
Cape Elizabeth, Maine 04107

Dear Mr. Malley,

My name is Barrie Lynch, and I am a resident of Cape Elizabeth. In fact, I grew up in Cape Elizabeth, graduated from Cape Elizabeth High School in 1990, and returned to Cape Elizabeth in 2014. I am also the committee chair of the Arthritis Foundation's 2018 Walk To Cure Arthritis – Maine event. After searching and scouting many potential locations with Tom Bringle, the Executive Director of the Northern New England Arthritis Foundation, I am thrilled to share that we are interested in hosting our 2018 Walk To Cure Arthritis – Maine event at the Picnic Shelter in Fort Williams.

Our preference is to have the 2018 Walk To Cure Arthritis – Maine event on Saturday, 3 June 2018, however, we are open and flexible in selecting a date (rain or shine) that has no impact with existing and annual Fort Williams events, including the Cape Elizabeth High School Graduation and Family Fun Day.

We are interested in using the Picnic Shelter Area for the morning at the 501(c)3 Half Day rate of \$155 with a \$50 Security Deposit. If, however, the Picnic Shelter is unavailable and has been reserved by Cape Elizabeth residents, we are also open and flexible to alternate locations, including the Parade Grounds. Our intention is for the Walk To Cure Arthritis – Maine event to be held at Fort Williams annually.

The Walk To Cure Arthritis is a flagship event in many states, and returns to Maine in 2018 after a several year absence. The Arthritis Foundation (a registered 501(c)3) manages many events throughout Northern New England, including three Jingle Bell Runs, and the Walk To Cure Arthritis – New Hampshire event. The Arthritis Foundation maintains a footprint in Maine's philanthropic efforts with the annual Jingle Bell Run in Freeport; this 5K Run-Walk event coincides with Freeport's "Sparkle Weekend", includes more than 500 participants, and most recently concludes with a cook out at Gritty McDuff's for participants, family, and friends to enjoy the afternoon after the 5K.

The Walk To Cure Arthritis – New Hampshire event closely mirrors the intention of the Walk To Cure Arthritis – Maine event by bringing awareness of The Arthritis Foundation's efforts to raise awareness and monies to support research and patient outreach programs and assist those living with or caring for one diagnosed with one of the many diseases under the Arthritis umbrella. The Maine Walk To Cure Arthritis event experience intends to be uniquely different from the New Hampshire Walk To Cure Arthritis event for two critical reasons: 1) The NH Walk culminates with a New Hampshire Fisher Cats baseball game at Northeast Delta Dental Stadium, and 2) The ME Walk is intended to take advantage of the beauty and rich history Fort Williams and the Portland Headlight offers and will conclude with a cook out sponsored by Griffy McDuff's.

Although the goal for 2018 is to have 500 participants walk, a conservative estimate is between 250-400 participants, weather dependent. The Walk To Cure Arthritis is a family-friendly, and leashed dog-friendly event, with participants and family members traveling in one vehicle. The anticipated number of vehicles ranges between 75-125, and volunteer staff strategically place signs pre-event directing participants to parking locations, as well as volunteers staffed to direct drivers into parking spots as needed.

Like the Freeport Jingle Bell Run and the Walk To Cure Arthritis – New Hampshire event, The Arthritis Foundation will secure and provide an insurance binder.

The Walk To Cure Arthritis – Maine Committee envisions the Picnic Shelter Area (or the Parade Grounds) to contain the majority of event activity. In considering the NH Walk event as a guiding template, volunteers and event staff will arrive at 7:30am to begin set up. Participants will begin to arrive at 9am, and will continue to arrive until approximately 11. There will be a casual walk (not a run) that is handicap accessible, that begins at 11am and will begin roughly from the Picnic Shelter Area (or the Parade Grounds) to Humphrey's Road, to Blake Road, to Merriman Road, and follow the walking path past the Mounds on The Green, to the Portland Head Light, along the walking path, past the Cliff Walk, continuing on the walking path to cross Ocean Road near Kitty's Point, and returning to the Picnic Shelter Area (or Parade Grounds). The walk is estimated to be approximately two miles.

The Walk To Cure Arthritis – Maine plans to be fully contained within Fort Williams' boundaries, and to be focused primarily within the Picnic Shelter Area (or Parade Ground), excluding the walk around a portion of the Park. Public Safety Personnel is anticipated to be engaged as needed.

The Arthritis Foundation plans to have additional sanitary facilities delivered for the event. No outside vendors are expected to participate; participants will have the option to pre-register online, or on the day at the event, and may bring monies from fundraising activities. Gritty McDuff's will provide complimentary food for participants, and will not charge a fee for any food or non-alcoholic beverages served for the Walk.

Advertising will include online marketing initiated through The Arthritis Foundation, individuals promoting the cause via Social Media, partnerships with local businesses, radio, media, and news outlets, and posters promoted in businesses throughout the Greater Portland footprint.

Minimal electrical service will be required. A DJ is planned to provide ambiance and will require electrical service, and Gritty McDuff's prep team may require electrical service to prepare food. Existing best practices to recycle paper and plastic will be followed, and additional disposal containers will be brought to ensure no waste will be left after the event. Event volunteers and staff members will monitor and manage disposal containers. Fort Williams Park should experience minimal wear resulting from the 2018 Walk To Cure Arthritis – Maine event. Adjacent properties and visitors to other destinations in Fort Williams during the event should experience minimal impact regarding the Walk's noise and traffic.

We fondly look forward to hearing from you or one of your designees regarding our request. Should additional information be requested, do reach out either via phone or email, and we will happily share this information.

Warm Regards,

Barrie

Tom

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