

St. Alban's Episcopal Church
885 Shore Road
Cape Elizabeth, Maine 04107

The Reverend Timothy A. Boggs
Rector

January 9, 2014

Robert Malley, Director of Public Works
William Brownell, Fort Williams Advisory Committee

Town of Cape Elizabeth
P.O. Box 6260
Cape Elizabeth, Maine 04107

Dear Bob and Bill,

Thank you very much for meeting with me last fall; I appreciate your courtesy, interest and suggestions.

As planned, I am writing to request permission for St. Alban's Episcopal Church to make use of a portion of Fort Williams on Sunday, June 22, 2014 as part of our church's centennial celebration.

Military personnel and other worshippers gathered under a tent at Fort Williams on June 22, 1914 with the blessing of the Bishop of the Episcopal Diocese of Maine under the name of St. Alban, a patron saint of Britain whose life is commemorated each year on June 22. That modest service has led, without interruption, to our current life as one of the most vibrant and healthy Episcopal churches in New England. Since for one hundred years the life of this parish has been intertwined with the life of Cape Elizabeth, we think it will be particularly fitting to worship under a tent at the Fort on this anniversary. We hope you concur.

We envision an afternoon worship service on the upper field, where as you suggested, there is easy access to parking and a portable toilet(s). We have a regular Sunday attendance of 225+, so I imagine not more than 350 would attend this special service. The actual service would start at 4:00 PM, so we

would need to use the space from 3:00-6:00 PM. The current Bishop of Maine, the Right Rev. Stephen Lane has agreed to officiate. I will take responsibility for all arrangements with you.

We imagine that this would be a regular worship service with music, folding chairs and some amplified speaking. As with all our worship, anyone who wished to attend would be welcome. There would be no tickets or reservations or security needed.

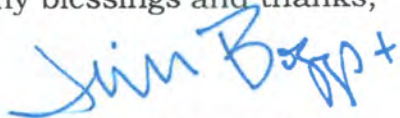
I suspect we will want to have non-alcoholic refreshments on the lawn following the service. Our volunteers and staff will manage parking and clean up. We would of course cooperatively coordinate with you and the police to ensure safety and would comply with all insurance requirements. Any costs to the town, including extra toilets or clean-up would be gladly borne by us. We would welcome your guidance on the placement and set-up time for a large rental tent and any other direction you could offer.

We are imagining that this worship service at Fort Williams will be the "kick-off" of a year of centennial activities in the community, including additional events involving music, service, children and special guests.

Thanks for your consideration of this request. Please let me know if any further details are needed for your review.

Thanks also to you both and the entire Advisory Committee for all your service. The Fort is a particular delight for my parish and family (and Field Spaniel!).

Many blessings and thanks,

A handwritten signature in blue ink that reads "Jim Boggs". The signature is written in a cursive, slightly slanted style.

The Rev. Timothy A. Boggs, rector
St. Alban's Episcopal Church

January 9, 2014