

# MEMO

Date: April 29, 2021

To: Matthew Sturgis, Town Manager

From: John Quartararo, Finance Director

Re: Acceptance of donation and establishment of special purpose fund at library

CC: Debra Lane, Town Clerk and Rachel Davis, Director, Thomas Memorial Library

Rachel Davis received the enclosed letter concerning a one-time donation of \$10,000 in memory of Peter G Rich.

The Rich family is asking that the Library use these funds to purchase two engraved benches to be installed on the Library grounds. One bench would be in memory of Peter G Rich and the second in memory of George W. Morse. The balance of funds are available to meet the needs of the Library.

Although this is a one-time donation, the Rich family intends to "solicit additional contributions from interested parties and the public".

A copy of the letter received is included with this memo.

I suggest the following Council order:

*The Council authorizes the establishment of Peter G. Rich Memorial Fund within Fund 46 – Library Fund, and gratefully accepts a donation of \$10,000 from the Rich family and any future donations from the family or the public. In addition, the Council directs the Town Librarian to purchase and install two engraved benches on the Library grounds as requested by the Rich family.*

April 10, 2021

Rachel Davis  
Director  
Thomas Memorial Library  
6 Scott Dyer Road  
Cape Elizabeth ME 04107

Dear Ms. Davis:


This letter is to request the establishment of a memorial in honor of Mr. Peter G. Rich, who died on March 8, 2021. The Rich family is very supportive of the establishment of the memorial. Peter was a long time Cape Elizabeth resident and active member of our community. Especially in his later years, he was an avid user of the Thomas Memorial Library (TML), loved the library activities, but most enjoyed his interactions with patrons and staff. We can think of no more fitting tribute to Peter than a memorial in his name. The Rich family also would like to remember George W. Morse, who died on March 28, 2021. George was very active with TML, the TML Foundation and the two men were close friends.

The memorial would be a one time, rather than an ongoing commitment. The Rich family will contribute \$10,000. The intent is to solicit additional contributions from interested parties and the public.

The Rich family would like to honor both Peter and George with engraved benches, therefore; the family asks that a portion of the funds be used for the purchase and installation of two engraved benches for the TML grounds. One bench engraved in memory of Peter G. Rich, the other for George W. Morse. Funds remaining after the purchase and installation of the requested benches may be used to meet the needs of TML.

Thank you for your guidance on establishing this memorial and for shepherding the request for the memorial through the approval process.

Regards,

  
Katherine Crosson and Lynn Bailets  
1 Smugglers Cove Road  
Cape Elizabeth ME 04107