

**Town of Cape Elizabeth
Fort Williams Park Committee**

Zoom Meeting Minutes
Thursday, August 20, 2020

Present: Jim Kerney (JimK), Suzanne McGinn (SM), Ken Pierce (KP), Mark Russell (MR), Lauren Springer (LS), and Jim Walsh (JW)

Absent: Doreen Theriault

Staff: Kathy Raftice (KR), Community Services and Fort Williams Park Director, Andrea Southworth (AS), Friends of Fort Williams Park, Chris Cutter (CC), Fort Williams Park Coordinator, and Jeremy Gabrielson, Town Council Liaison

Guests: Kayla Caron (KC), Will Haskell (WH) and Todd Richardson (TR)

Call to Order: Chair, Jim Kerney called meeting to order at 7:05 pm.

Approval of Meeting Minutes

Motion to approve the July 16, 2020 draft minutes as submitted by KP and second by MR. Minutes approved. (6 - Yes, 0 - No)

Public Comment Opportunity for Discussion of Items Not On the Agenda

None

FWPF Update – Andrea Southworth

JimK began by stating it was a delight for all to see the slide fixed, it was a tough haul for everybody so thank you. JimK also extended a thank you to AS for participating on the article in the Cape Courier. AS thanked all, with a special thank you to Public Works department and Chris Cutter.

Invasive plants: Vegetation Control Service did a great job on invasive plant work in July and should be returning in September for follow-up treatments and to address the Japanese knotweed and bittersweet. Cliff Walk and Battery Blair are looking great; the Japanese knotweed in the Captain Strout Circle will need to be addressed.

Volunteers: We have a few corporate groups scheduled for volunteer work this month, including a smaller Tom's of Maine group. We follow COVID19 guidelines.

Slide: Installation of the slide extension piece was a success! We will work to plant the area near the slide and address erosion issues as much as possible.

Tree grove donation: Creating plant lists, etc. for the potential tree grove at the largest overlook on the upper Cliff Walk path. JimK asked that the Upper Cliff Side pathway is looking overgrown. Recognize short on volunteers but asks that we not let it get away from us. AS stated the good thing is that it is not invasives but she will take a look at it. AS discussed the Overlook Tree Grove site and the concern not to block the view. She shared photo slides so all could see the area and explained there is lots of space for small trees, shrubs or perennials. AS will be looking to enhance the plants onsite. JimK restated the importance of preserving the view and AS will ensure the view not blocked. JW asked how the group felt about thanking the donor. AS has spoken with the donor on many occasions. The gift has been made and the donor thanked. JimK felt once the project is underway a formal thank you from the committee could take place. AS further noted she has received

lots of donations for the Cliff Walk area and has kept a list. SM suggested once finished a presentation or dedication could take place. AS shared she will be working on an article for Cape Courier on the Cliff Walk.

Maintenance: Alex Donka and I continue to maintain our sites.

Fort Williams Park Update - Kathy Raftice

Cliff Walk Fence – to be completed Friday

Upper tennis courts –

- If transitioning to all pickleball, funds available but schedule involves 3 vendors
- Pricing received for posts/nets – 4/5 day turnaround once ordered
- Advantage Tennis needs to complete the sealing and lining - vendor wants to complete prior to labor day due to temperatures/schedules
- Need to get on Maine Line Fence schedule for removing old posts and installing new

Lower tennis courts –

- 5 year schedule, 2 years out
- Vendor does not feel eradicating the existing lines will work – still would like to consider

L.L. Bean Pop Up Shop 8/29 & 8/30 – all day

- Presented a request to have bootmobile on 8/26. KP liked the idea. SM wanted to know amount of payment. JimK felt short stop in would be okay, reach residents at that time. MR concerned about opening door, wants committee aware of that, not opposed to this just a comment. LS feels should have been part of the original request, not comfortable with it. Vote by committee, did not pass. (3 – Yes, 2 – No, 1 – abstained). KR will communicate to vendor.

Women In Harmony performing – Saturday, 9/26 – 3:00 pm

Equinox Concert – Soloist/Quartet – Late September- MR feels donations an issue. JimK doesn't see difference between WIH and this. SM asked if these requests normal or a result of COVID. JimK likes idea of music in the park, likes concept for future planning and park of Master Plan. JW feels should be part of bigger plan. What do we want to see in the park going forward? CC explained does fit definition of Expressive Vending however all agreed the location wouldn't work. She could rent Ship Cove Platform. LS feels we should allow with directions on where. KP refers to a unique time, likes idea of trying. SM looks as informational gathering for Master Plan. All agreed we will have the two musical events, see how they go. No donations.

American Cancer Society Walk – Cancelled however would like to do a Rolling Rally (see attached) – Sunday, 10/18 – 9:30 am – CC would like it earlier if possible, traffic last year was difficult. Approved by committee (6-Yes, 0-No)

Filming and photo scheduling, rentals and weddings picking up

Pickleball/Tennis Court Workshop Recap – Jim Kerney

JimK shared that group from workshop which included representation from both groups would be happy to go with 2 pickleball courts on the upper court and leave tennis on the lower courts. Would like to see the pickleball lines on the lower court painted over even if it looks poorly as it would separate the two groups. KR will contact the vendors and have the posts/nets ordered, schedule the installation and paint the courts. MR shared the upper courts have been in bad shape for years, fair amount of use for the not so good tennis players,

people teaching kids tennis. In favor of the change eventually just not sure of the urgency and only if within budget. MR mentioned there are courts in the center of town (high school) that are newly surfaced and painted. Need to be cautious with terminology. At end of day sending correct message and providing facilities to all. JW brought up the suggestion of repainting existing pickleball lines with a grit paint. KR will discuss all with vendors. KR will look at the contract on the lower courts and see if anything can be done within budget.

Master Plan Discussion – Richardson & Associates

TR introduced the schedule and need to work with the committee to identify and interview different user groups. Activity and deliverables through late fall will be different due to pandemic. May have a clearer picture on how to proceed with public meetings. First stage is a Kick off and Site Walk with the committee. Followed by obtaining base information and coordinate getting background information. Vendor will move through the analysis stage delving into the physical analysis, use analysis, policy and governance and the cultural and historical analysis and meet with the committee again to cover. Planning on how to meet with user groups and obtain information. Vendor will then transition to preliminary recommendations with the committee before a public meeting presentation. In the fall months vendor will get to know committee and park a little better all prior to the first public meeting. JimK shared he felt this approach made sense and understands and supports the need for all to be flexible recognizes there is work to be done and need to get started. TR asked if picnic shelter available and yes, will schedule walk through and discussion. LS asked for clarification on who vendor referring to as user groups. LS shared there are many with many stakeholders with opinions and is there a way to survey groups to gather information to expedite. TR agrees, looking for help identifying users/stakeholders. Format a survey and means of submitting to obtain information however also offer some type of in-person for those comfortable. JW asked is there a communication model that is planned. We want the public to understand this is a work in progress and outlined to the public. TR agrees and wants transparency with process. Want to communicate an openness and develop trust. Vendor bringing innocent eyes to the project and looking for honest, open input on real issues. Looking at ways to quantify input. KR explained town moving to new website. Fort Williams has significant opportunity for sharing new and updated information as process unfolds. Always opportunity to share information in local newspapers. TR will put together a piece. Councilor Gabrielson shared the town has conducted many ZOOM meetings and will lots of participation. Community channels as well. JimK asking for a point person from the committee and vendor to work on communication. KP will represent the committee. KR will assist. TR will communicate with KR schedule, email address seeking input and provide blurb for website and Cape Courier. Councilor Gabrielson suggests coordinating with Maureen O’Meara on data already collected. JimK happy to see process moving forward and looking forward to next steps.

Town Council Meeting Coverage Assignment & Liaison Update

Councilor Gabrielson shared Town Council workshop scheduled and he will update on progression with Master Plan. After listening to discussion around LLBean and musicians committee may want to consider revisiting in September to discuss how they went.

Public Comment Opportunity for Discussion of Items on the Agenda

None

The meeting was adjourned at 8:33 PM

Next Meeting: Thursday, September 24th

Respectfully submitted,

Kathy Raftice