

**Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, August 18, 2022**

Present: Ken Pierce (KP), Jim Kerney (JimK), Mark Russell (MR) and Doreen Theriault (DT)

Absent: Jon Dienstag, Suzanne McGinn and Lauren Springer

Staff: Kathy Raftice (KR), Community Services and Fort Williams Park Director and Andrea Southworth (AS), Friends of Fort Williams

Call to Order: Ken Pierce called meeting to order at 6:00 pm.

Approval of June 9, 2022 Draft Minutes

Motion by JimK to approve the June 9, 2022 draft minutes second by DT, motion passed (4 - Yes, 0 - No).

Public Comment Opportunity for Discussion of Items Not on the Agenda - None

FOF Update

AS provided update on FOF projects since June; volunteers, site management, Friends birding group, presentations and Children's Garden signs. KP gave a shout out to AS and family for all the work in the Children's Garden on the pump. AS shared her husband put in about 50 hours of work. Pond is low which is leading to slow water. KP also loves all the SMCC work. KP asks if the FOF reach out to Pond Cove. AS shared it was much greater pre-covid but hoping it continues to pick up. AS also shared that the FOF Board met on Tuesday night and they are not doing the fall event. They may do smaller things and are focusing on the return of the Garden Tour next year. AS & KR discussed a ZOOM call they participated in on how to build community with neighbors. Both felt the discussion was very beneficial and may help with the park border communities. More to come. AS asked about the Berm and the vision for the maintenance. VCS will be back for woody invasive treatment and we can obtain a budget number for FY24. AS suggests low shrubs to hold the ground however not block the view. All committee members agreed.

Park Update

KR provided an update on the park; NGA, B2B, painting of pickleball courts, fence gate to the cliffs – sign wording, Berm/Cliff Walk fencing, stonework at Picnic Shelter, painting at Bandstand, Goddard RFP, playground RFP, Powers Rd RFP. Discussion on the Goddard RFP was brief. One bid received and way over the budgeted amount. We can redefine the scope and send out to bid again. KP questions whether we can work off older proposals. JK suggests speaking with local companies like Gnome Landscaping and LP Murray to see if they have any suggestions or feedback. KR shared that Calen Colby has volunteered to assist with some ideas. KR will speak with Calen and JK will speak with others and talk again at next meeting. KR

shared an email and phone call received on ADA accessibility to Ship Cove beach area. KP will do some research and get back to KR. KR shared a draft of Playground RFP followed by discussion. JK suggests a different playground that supports more unstructured play. AS suggests the area where the pine trees are be considered. KR will finalize the wording of the RFP and bring to next meeting. KR shared she will be meeting on Wednesday, August 24 @ 9:00 am with Steve Harding to walk Powers Road and discuss the development of the Powers Road RFP. Committee members are welcome to attend. Steve Harding will then attend our next meeting and answer questions to assist with the development of the RFP. Discussion on new no parking signs in the parking lot by the playground. JK shared that pickleball players are upset with lack of parking. MR feels we need to make parking available. Discussion on how to better define the spots until we move forward with the removal of the playground and development of the Cape Community Area. JK asked about signs. When are we moving forward with the signs down in Captain Strout Circle and at the main entrance? What is happening with the QR codes? KR will follow up with Chris Cutter and get these moving forward. Discussion on the cliff gate sign wording. After much discussion committee agreed to go with "Danger- Pass at your own risk". KP will follow up with his legal team and if approved, signage will be made and placed on gate. JK asked how SBTS went this season and suggests work on the hill by the bandstand as it is eroding. KR will look into this.

Feasibility Study of Pond RFP Discussion

Committee discussion was positive. All felt issues as asked in the RFP were met by Gorrill Palmer bid submission. KR will reach out to Gorrill Palmer and award RFP. More details to come at next meeting.

Public Comment Opportunity for Discussion of Items on the Agenda - None

The meeting was adjourned at 7:20 pm. JK motion to adjourn, second by MR, motion passes unanimously, 4 – Yes, 0 – No.

Respectfully submitted,
Kathy Raftice