

Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, April 15, 2021

Present: Jim Kerney (JimK), Jon Dienstag (JD) Suzanne McGinn (SM), Ken Pierce (KP), Mark Russell (MR), Lauren Springer (LS) and Doreen Theriault (DT)

Staff: Kathy Raftice (KR), Community Services and Fort Williams Park Director, Chris Cutter (CC), Fort Williams Park Coordinator

Call to Order: Chair, Jim Kerney called meeting to order at 6:02 pm.

JimK explained we will have 2 portions of our meeting tonight, first our regular scheduled monthly meeting followed by another workshop covering the recommendations.

Approval of March 4, 2021 draft minutes: KR apologized as only March 4 available at this time. KP motion to accept, JD second, no discussion, draft minutes approved as submitted. (7 – Yes, 0 – No).

Public Comment Opportunity for Discussion of Items Not on the Agenda

None

JimK did provide a few general observations. Feedback on first two weeks of the meters, good revenues and a strong start. Public Works continue to do great work on the invasives and people are understanding better what is going on. The plastic white chain link fence at the lighthouse is down more than it is up. CC will look into. JimK said original chain was kept and if we don't use that maybe we could get a quote on the same new fencing we put in with the new hardscaping (Main Line Fence). Port a johns need area around the structures cleaned out. CC provided update that this has been done in some areas and working through the rest. KP brought up that a tennis net is on the Pickleball Court. CC will handle.

FWP Update – Kathy Raftice

KR provide update on budget process and approvals. Only question raised by the Town Council was on the monies and work at the Picnic Shelter parking lot and if the Master Plan Recommendations come back with something different how would we handle. KR went through the expected timeline and would not spend money if plans change. KR explained the proposal from the Rotary to install stairs to the right of the shelter if looking from the parking lot. Rotary will contribute \$7500 and we would match with donated funds. Tony Wagner will be working with us. Fencing at the end of the Cliff Walk, Main Line Fence has been contacted. KR explained the carry forward of the \$50k originally budgeted for the concrete wall at the end of the Central Parking Lot to be utilized for stone walls in the park. KR will work with Jay Reynolds. Lower tennis courts work to be scheduled, vendor has been contacted and waiting to hear back. AS has requested the carryover of funds not utilized for the invasives. KR will

submit to Town Manager with other carry forwards. Update on graduation at the Fort, Women in Harmony, & B2B. Rangers are back and openings have been posted. CC will be moving to the Fort, we have office space now for him. Pay & Display up and running. KP asked about enforcement. Discussion about prior year, how it works. Full time person will be at the fort as use increases. Looking to put another kiosk in by the playground area. Patron reached out to Town Manager and CC has located an area and kiosk to be put in. JimK did not like the yellow signs however CC pointed out that signs accomplishing what they were intended to. April Scoop scheduled for Saturday, April 17th. JimK felt we already had an estimate on cost of repairs for the tennis courts and KR confirmed looking for date. Secondly, AS asked about estimates/bids for work done by Friends of Fort Williams and whether they are required to go to bid. MR asked about slide, would like to see resolution moved forward. He also did not feel moving/not moving lower tennis courts had been resolved. Vendor input was good on having courts all together and pavilion discussion by pond impacts the recommendations. JimK asked about deputizing someone at the Fort to enforce dog walking rules. KR felt the deputizing was brought up in the past and CC confirmed. Police feel if anyone was to write a ticket it should be a police officer. CC not in favor of rangers handling. MR asked about going back to the dog walker's and asking them to self-manage. This has been done. SM asked again about the agreement with the Animal Control Officer. KP feels there must be a way. LS shared she has spoken to people and believes good patrons are trying but just some will not listen. SM asked if we should revisit the off leash area. JimK feels small number of violators and not something we want to revisit at this time.

FOF Update – Andrea Southworth

AS not in attendance but did provide the report and JimK shared.

QR Presentation – Jon Dienstag

Overview of QR codes (see attached presentation, begins at 32.11 of recording). Members of the committee shared their support around trying to bring the QR's to the fort. . JD explained may take away cash in park and need to constantly update static signs. JimK feels a great way to bring forth the information available from the Historical Society. JD explained there is some informational marketing needed. SM asked would the QR codes replace our interpretive signage or complement. JD feels complements with more information. JimK suggested a sub-committee work on bringing this to the park. JD, MR and KR will get together and work on moving forward. MR suggests involving Jim Rowe. MR also raised the question on whether there is a high school group that could be involved. DT shared Middle School involved in a Maine History course that may be of help.

Public Comment Opportunity for Discussion of Items on the Agenda:

None

Kevin Justh, Little League President, 9 Spruce Lane, wanted to share input on the use of fields at Fort Williams. We did point out that representation was at the User Group meeting back in November however happy to hear his input. Field at Parade Ground of particular interest. He is available to answer any questions and share his appreciation with Town on maintenance of all

fields. MR asked about numbers, teams etc. Kevin shared that all signups with doing things so kids are getting out of the house have been through the roof. Roughly 325 individuals, 76 volunteer coaches and administrators. Many seasons, leagues, clinics. T-ball typical registrations are 66, at 86 now. Same number of registered as South Portland. Next year offering another level. JimK clarified no move to reduce the number of fields in the town just evaluating whether park is the best location. Why co-location with Plaisted so important? Kevin explained shared use, people, equipment, and concessions. Lions Field discussed as alternate site. Kevin shared equipment stored at Fort Williams and closeness to all facilities important. KP did let Kevin know that Jeremy Lombardo did participate in the User Group meetings.

Meeting adjourned: 7:08 pm. Five minute break and workshop will begin.

Workshop: Reconvened at 7:18 of recording

JimK set the stage for the workshop with the hope of working through two more sections of recommendations without rushing. JimK explained how he and KR took notes throughout last session and the two met via Zoom with Richardson & Associates and shared the discussion points and recommendations to dig deeper on. We will begin in the Mid-Plateau section which includes the Overflow Parking Lot, Parade Ground Parking Lot, Bleachers, Softball Field, Pond, Tennis Court, Children's Garden and Band Stand. JimK invites anyone who would like to take lead on any area to let him know. Discussion begins at 1:20:37 of recording and ends at 2:43:47. Discussion on whether to continue tonight or wait until 4/21 meeting. Consensus to continue with South Section which covers the Playground, Parking Lot by Officers Row, Officer's Garage, Laydown Area, SW Preserve. Discussion begins at 2:44:53 and wraps up a few recommendations short of completion at 3:02:03. JimK thanks all for input and we will get back together on 4/21.

The meeting was adjourned at 9:03 pm.

Next Workshop: Wednesday, April 21, 2021 @ 6:00 pm

Respectfully submitted,
Kathy Raftice