

**Town of Cape Elizabeth  
Fort Williams Park Committee  
Master Plan Workshop  
Zoom Meeting Minutes  
Thursday, May 13, 2021**

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

**Absent:** None

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

**Guest:** Todd Richardson, Richardson & Associates

**Call to Order:** Chair, Jim Kerney called meeting to order at 7:03 pm.

**Approval of Minutes – March 17, 31, April 15 & 21**

JD motion to accept, MR second, draft minutes approved as submitted. (6 – Yes, 0 – No). (KP arrived after vote.)

**Public Comment:**

John Kane, 6 Cape Woods Drive. Extended his gratitude for continued ability to walk dog off leash at Fort Williams Park and he appreciates all the committee has done resisting pressure to remove the off leash area.

**Master Plan Update – Richardson & Associates/Jim Kerney:**

JimK summarized where we are at this point. Explained JimK, CC and KR met with TR and CB at the Park on 5/10 for approximately 4 hours and went through all the recommendations to ensure we were all on the same page. Additionally, the group viewed and discussed the Powers Road area from the crest of the hill down to the Central Parking lot to try to figure out a good plan there. At this point we will receive a quick update from R & A specifically on the two areas we had asked for additional focus; the Parade Ground Parking lot and the Overflow Parking lot and how we best utilize those lots, and the Cape Campus area. KR shared she had received a communication regarding the Master Plan from the group planning to build a permanent structure for the ice rink with multi-seasonal use. They were referred to the committee by Matt Sturgis. In their email and my discussion they are looking at the area near the Overflow lot. The facility would be privately funded. KR explained to Jay Brandeis, group representative, this area had already been looked at for other functions and the plan was at the tail end of recommendations but she would share with the committee. JimK thought the group was looking at Gull Crest. He wanted to clarify that there is no water, power or sewer however acknowledges one of the themes of the Master Plan Update is multi season use for residents. This type of use may be in future plans to consider however not a part of this Master Plan Update. JG shared that sundown comes early in the winter and a location with access in the evening may prove a better

option. KR explained the group did discuss a new access road off Shore Road however JimK did clarify that evening access to the fort is a much bigger discussion with large hurdles. KR explained that another temporary plan will probably have to take place for next year because a permanent facility at either Gull Crest or Fort Williams will be large, costly and take time to put together. Committee then moved into the update from R & A. TR thanked the committee on time and work to date. From 15:22 to 25:09 of the recording, TR provides, aerial photos and supporting explanation of the potential redesign to the Parade Ground lot, Overflow Parking lot and the traffic and pedestrian flow. JimK explains this is a concept that addresses committee issues and answers questions so now looking for initial reaction from committee. MR asks how much of the lawn will be impacted. TR explains the two-way circulation and therefore the width of a two way road will be impacted. MR a little concerned about lawn being impacted and the area with the best view of the ocean. TR explains a safety concern about the traffic and feels this could address it. JD shared that the fact that families can drive up to the Children's Garden he is in support of the proposal. First reaction is thumbs up. So valuable to be able to access so safely. DT asked if there would still be space for non-pay parking. JimK feels that can be regulated, controlling some of the spots. JD asked if just through signage? JimK reiterated how this is a 10 year plan and we are just looking to present the concept and will work through the details through time. JimK feels this is a good safety solution. LS asked how many parking spaces now and how many do we end up with. JimK shared that we had gained a few. TR further clarified the parking spaces. LS really likes the layout and the idea of oversized spaces. SM asked about the oversize parking and the bleachers. JimK explained that is where they park now and not subject to change other than some planting. TR clarified the elevation. SM asks if parking lot could be extended even further. TR and JimK both said the drop off at that area would be too close. SM likes it. JimK then introduced the Cape Campus and TR covers this concept from 35:01 of the recording through 38:04. JimK clarified how moving forward we would want to take advantage of the existing buildings to be utilized by the community. SM asked if we are keeping the long storage building and the municipal buildings. JimK specified some of this may happen over time but for now they will remain as serving a purpose and are heavily used. JimK feels it is a brilliant concept and something to consider in the future. JimK clarified next steps Public Meeting and Town Council presentation.

#### **FOF Update – Andrea Southworth:**

JimK asked if any questions on AS information that had been sent, none. JimK had a question regarding the summer intern. AS shared she is bringing on a new intern from SMCC Horticulture program. AS then shared the plan for the slide hillside area. There has been erosion issues. Some short term remedies have been tried but need a long term solution. AS shared some examples of other granite slides. One solution is the use of granite cobbles set in cement and granite blocks with curbing. At the bottom, approximately 10 feet out, will be a semi-circle of boulders for sitting and to hold the mulch in place. Will be using boulders Public Works has offered. On outer edge of both sides, ropes to assist climbing and to protect planting. JD likes the concept and plan of more defined areas. Does want to make sure traction in place. Questions time and cost. AS explained it will not be smooth, top inch of cobbles will be outside the cement and donations will cover the cost. JD asked about the ropes and how they will weather. AS feels they should last 2-3 years and if needed can be replaced. LS feels this is a really attractive solution and appreciates the work and time put into this plan. KP likes the plan and solves issue of steps. JimK feels the best solution he has seen. SM likes it and feels much safer and better

solution than boulders. MR asks cost and who is paying. AS clarified donations will cover. LS asks if any left for maintenance or confident more donations will come. AS feels this will be the best solution and maintenance would be minimal. LS feels a beautiful solution.

**Outdoor Water Filling Stations- Stephanie Austin, Recycling Committee:**

KR introduces Stephanie Austin of the recycling committee presenting outdoor water filling stations. Recycling is pursuing a grant to cover. PWD has 2 grants per year, one of which is an outdoor and the one committee is looking for at Fort Williams. Jay Reynolds, Public Works Director is supporting and working on maintenance. Looking to see if committee in support and locations; by the lighthouse, playing fields, playground. Requirements are they are located in highly visible traveled areas. Once grant received (January), 9 months to purchase and install. JimK highly interested and feels as many as possible would be welcome but access to the water lines only inhibitor. LS would like to know what it looks like. Stephanie explained they have a list of vendors and options. LS would just like it to fit aesthetically within the park. MR asks the cost. Stephanie explained the grant allows \$2000.00 for an outdoor station. MR feels we should consider purchasing two and feels it is a great idea and more than one location within the park. SM asks if a stand-alone item and is it on year round. JimK feels they would have to be shut off during off season. JimK asks if anyone willing to work with the committee, KR volunteered.

**FWP Monthly Update – Kathy Raftice and Jim Kerney**

JimK acknowledges list sent out in advance. Disappointed tennis courts not to be worked on until late July/August. Unfortunate, B2B cancelled. KP tennis court on left side (closest to Shore Rd) has a depression and cracks. KR explained all will be addressed at time of repairs. JimK brought up the work needed on the pickleball courts. KR shared some of the damages done by the pickleball group. CC shared the damages and disappointment. KR explained the work should not be done by the group themselves. JimK will share concerns with group and work needed will be addressed. KR brought to the committee the update done with all the bench plaques. KR shared request to donate a birdhouse to the fort. Committee requests pictures and dimensions before approving and feels FOF should be involved. The other request is from Wyman's Bee Wild Mobile. LS asked if charging, KR explained not charging anything they are offering so no charge. Committee approves. JimK shared he had general updates needed at the fort that he has submitted to KR. Additionally he would like to see line painted down the middle of Powers Road for safety purposes. KR explained she had requested arrows for Central lot and backed out for quite some time. CC questions the need and explains no incidence that he has seen. Committee in agreement. KR will submit request.

**Public Comment Opportunity for Discussion of Items on the Agenda: None**

**The meeting was adjourned at 8:26 pm.**

**Next monthly meeting: Thursday, May 27, 2021 @ 7:00 pm (Please note time)**

Respectfully submitted,  
Kathy Raftice