

Town of Cape Elizabeth
Fort Williams Park Committee
Site Walk & Meeting Minutes
Thursday, October 16, 2025

Present: Lauren Springer (LS) Chair, Terry Bagley (TB), Curtis Kelly (CK), Jim Kerney (JK), and Ken Pierce (KP)

Absent: Dennis Leiner and Doreen Theriault

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

Public: Deb Cavanaugh, 16 Littlejohn Road, Brian Guthrie, 108 Delano Park, and Jeff Kleiman, 21 Westminster Terrace attending to participate in Site Walk.

Call to order by LS @ 4:05 pm and Site Walk Commenced

KR shared the latest on the playground and need to remove the old, moving benches to the new area, and begin to identify structured parking and green space. JK thought that was still to be determined. KR explained that when the new playground is complete, the plan is to remove the old playground. With that, the committee will need to decide what we can do to help with traffic and parking by identifying parking spaces, etc. KP asked how the new kiosk in the parking lot was doing. KR confirmed parking revenue is up; however, the kiosk, so difficult to determine its impact, does not break down the report. KR shared that initially, there were some grumblings, but lately, I have not received any negative feedback. Walk began down the off-lease walkway. Discussion of a change due to folks coming from the parking lot with dogs being off-leash. DW confirmed this does happen.

Began the walk through the off-leash area and past Battery Garesche. The area has been cleaned up of brush and debris, and looks good. KR thanked AS for her involvement. AS shared that plants have been transplanted to the Berm.

AS shared, FOF has cleaned up some of the area around Bob Malley's bench.

KR brought the committee up to date on Food Vendors. Some in town are asking about additional food vendors in the park. The majority of participants from the survey for the 2021 Master Plan Update asked to limit commercialization. Additionally, we have not filled the spots we have. The location by Ship Cove does not offer electricity, which is a concern for most. KR also talked about the interpretive signs for Goddard Mansion. She asked the committee to look at the sign by Cliff Walk, and we will visit Kitty Point to gain some perspective. The Master Plan Update does mention consistency throughout the park and signs should be consistent.

Committee walked the Cliff Walk. KR shared the suggestion by a patron for some type of handrail. All agree this would be a difficult and costly add to the walkway. JK would like something a little different with the gates to stand up to those that may climb. KR will follow up

with the fence company however, they were out a while ago and have ordered on our initial request. Erosion along the walk continues to be a concern. AS did not hear back from vendor.

Committee walked to Kitty Point to review signs. All agree very impressive however very costly.

Site Walk Adjourned – 4:58 pm

Call to Order: LS called the meeting to order at 5:00 pm

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

Approval of September 28, 2025 Draft Minutes

Motion by CK to approve the September 28, 2025 draft meeting minutes, seconded by TB. Motion passed (5 – Yes, 0 – No).

Friends of Fort Williams Update - AS shared her Ecology report. She shared that the stream was running again, which was very much needed. FOF is busy transplanting plants. She thanked the many volunteers who had assisted throughout the season. She brought the committee up to date on the Four Season Walks, with the fall walk on October 23 from 4-5:30 pm.

FWP Update

KR provided an update on the progress of the Pond Pavilion project. The recent meeting with Code Enforcement and the Tree Warden was successful, and we will soon receive an estimate for the tree removal behind the Goddard Mansion. Additionally, the Request for Proposals (RFP) for the Goddard Mansion Stairway was distributed, and we received two bids. The project has been awarded to Tammara Landscaping, and work will begin once the trees have been removed. We are waiting on the RFP for the playground site work and a second RFP for the playground equipment. KR brought to the committee's attention the possibility of the cell tower discussion returning to the committee. Deb Cavanaugh shared what was discussed at the Town Council meeting on the subject due to her proximity to the proposed location. KR will keep the committee informed. KR asked that committee members come to the November meeting with projects they wish to include in the FY 2027 budget.

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

Motion to adjourn by JK, seconded by KP. Motion passed (5 – Yes, 0 – No). Meeting adjourned 5:19 pm.

Next meeting Thursday, November 20, 2025 @ 6:00 pm.

Respectfully submitted

Kathy Raftice