

**Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, January 19, 2023**

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

Absent: Jon Dienstag

Staff: Chris Cutter, Fort Williams Park Coordinator, Kathy Raftice, Community Services and Fort Williams Park Director and Andrea Southworth, Friends of Fort Williams

Call to Order: Chair KP called meeting to order at 6:01 pm.

Public Comment Opportunity for Discussion of Items Not on the Agenda

None

Approval of November 17, 2022 Draft Meeting Minutes

Motion by JimK to approve the December 15, 2022 Meeting Draft minutes, second by MR.
Motion passed (5 – Yes, 0 – No) (LS arrived after vote).

Friends of Fort Williams Update

AS discussed report had been shared with committee and KP thanked AS for providing written report. MR asked about projects FOF are planning. AS shared the FOF is looking at sustainability & projects: remove the post and ropes, beef up planting, and staffing. AS would like to ensure the Pond project and the new playground work together with FOF where both are connected to the Children's Garden. She agrees both will be a positive but wants to be involved.

Water Bottle Filling Station Grant Update

KR introduced Kara Law, former member of the Recycling Committee. Kara brought the committee up to date on the Water District Grant. Cape Elizabeth did not receive the grant for the second year. She wanted to present the costs of purchase and installation and see if the FWPC still is in support of the stations in the park and if so, will they take on the financing of the project. MR asked what the cost is. Kara provided examples of different units, citing some have signage, bottle refill, fountain for drinking and some have dog bowls. She shared some research on locations she is aware of and types they have. Existing water line a necessity. Committee unanimously supports and will budget and conduct research on locations and potable water.

FWP 2023 Regular Use Requests

The FWPC voted unanimously (6 – Yes, 0 – No) on the following Group Use requests.
Cape Elizabeth Little League, 2023 Season, Opening 3/19/23 (Field consideration)
Cape Elizabeth High School Graduation - Sunday, 6/4/23
Cape Elizabeth Family Fun Day - Saturday 6/17/23

Friends of Fort Williams Garden Tour – Saturday, 7/15/23

Making Strides against Cancer Walk - Sunday 10/15/23

Beach to Beacon was voted on and accepted at December meeting. (See notes 12/15/22).

Powers Road RFP Update

KR introduced the discussion on the Powers Road draft RFP received from Sebago Technics. KP feels the RFP addresses the safety issues which is what is needed. JimK feels the RFP is very good; it addresses what we wanted. He discussed the need for the infrastructure in future years if moving forward with Cape Campus and restrooms however the safety driven, smaller projects can happen now. Committee will participate in joint workshop with Town Council discussing complexity of project and long-term plan/support. Discussion on need for FWPC to meet prior to TC Workshop to prepare opening statement, and discuss as a team how the workshop will proceed from our team. MR feels there is a need for short term and long term projects and feels emphasis on safety is needed short term. All in agreement. FWPC will schedule workshop for Thursday, February 2nd @ 6:00 pm. KR will prepare agenda and post.

Fort Williams Update and Budget Discussion

KR went over the budget document for FY 24 sharing YTD results. Discussion on present FY 23 projects and expected timeframes. KR shared the combining of the Picnic Shelter and Flagpole to Lighthouse stairways into one RFP. Master Plan Update suggests more consistency within the park so this would be a good combined project. Committee in agreement. KR will finalize the RFP and send out. JimK shared his perspective on the Pond RFP. We can list all 3 items brought forth by engineer as needing work; cistern, dredging and stonewall and potential bidders can participate in any or all. DT brought committee up to date on her research on playgrounds. Vendor she was working with did not provide a bid on previous RFP because his company designs and builds. He had walked the area with KR and AS previously and given the size of the location and to include ADA accommodations budget would be in the \$140,000 range. Committee will submit this amount in FY24 budget and include the demolition of old playground. JimK asked about the grant utilized to install the playground originally. KR had discussed previously with Bob Malley but will finalize impact and share with committee. Pickleball and Tennis Courts discussion. Committee in agreement to budget for both projects as both involve areas in the park that are primarily utilized by and impact Cape Elizabeth residents. The committee added to the proposed budget the funding of the Bottle Water Filling Stations and funding for the safety driven Powers Road projects. Budget proposal passes unanimously (6 – Yes, 0 – No).

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

The meeting was adjourned at 8:20 pm.

Respectfully submitted,

Kathy Raftice