

**Town of Cape Elizabeth  
Fort Williams Park Committee  
Meeting Minutes  
Thursday, February 16, 2023**

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

**Absent:** Jon Dienstag and Doreen Theriault

**Staff:** 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 6:00 pm.

**Public Comment Opportunity for Discussion of Items Not on the Agenda**

None

**Approval of January 19, 2023 Draft Meeting Minutes**

Motion by SM to approve the January 19, 2023 Meeting Draft minutes, second by JimK. Motion passed (5 – Yes, 0 – No).

**Friends of Fort Williams Update**

AS had previously provided written update. Nothing additional.

**Water Bottle Filling Station Update**

JimK introduced Jen McDonald from the Recycling Committee and then provided a report on Water Bottle Filling Stations in the park. The report is broken into Phase 1 (2023 Budget), Phase 2 (2024 Budget) and Phase 3 (future). Pricing is by type and location. JimK explained partnering with Public Works on installation. If Portland Water District involved, cannot be done by local. There is a freeze resistant and non-freeze resistant option. JimK will do some research on other local areas and types that have succeeded. KP asked about longevity, JimK shared between 20 -25 years. Recycling Committee will be looking at other locations in town. MR asked about locations without dog bowls? Is this a good idea? JimK clarified that one without will be up by the multi-purpose field and dogs not allowed there. JimK shared that Phase 3 is set aside as no water at these locations. SM asked if we could do one freeze resistant and one non-freeze resistant to see if worth the investment. JimK doesn't see why we couldn't. KP asked about availability? JimK feels no delay, they are available. Committee discussed and all in favor of moving forward. There are available monies in the TBD that should cover Phase 1. JimK will get additional information and we can schedule for spring.

## **Town Council Workshop Update**

KP summarized workshop. All in attendance felt it was productive. KR provided timeline on sending out Powers Road RFP.

## **Goddard Mansion Update**

KP provided update on walk through. Engineer felt in better shape than anticipated. Two things must be done; repointing the stonework and injection of the mortar process. One cannot be done without the other. MR asked what the next step is. What is the end goal? KP shared that stabilization and safety are priorities. The last two Master Plans have shown the public wants to preserve the mansion. SM discussed if we are preserving as a revenue source or a piece of history. KP feels first step is to stabilize, use comes after. Fence needs to come down. Committee discussion on fundraising for work to be done. MR mentioned the Portland Landmark Organization. We will get pricing first and address next steps after.

## **RFP Update**

### **Stairway RFP**

KR brought committee up to date on the combined stairway RFP. Vendors looking at more clarification on materials and design. JimK provided some additional wording that KR will share. If engineer design needed committee agreed to utilize Richardson & Associates. KR will reach out to Todd if needed.

### **Powers Road RFP**

Powers Road RFP ready to go out. KR shared dates that will be utilized. MR would like copies of RFP. KR will send both.

KR shared next steps on budget process. In Town Manager's hands and will be shared with Town Council by March 3<sup>rd</sup>. KR has received multiple emails on Pickleball courts. Discussion by committee. Next meeting date discussed and will be changed to Wednesday, March 15 to ensure a quorum. KR will send out email with date and time to all.

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

**The meeting was adjourned at 7:00 pm. Next meeting: Wednesday, March 15 @ 6:00 pm.**

Respectfully submitted,  
Kathy Raftice