

**Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, February 17, 2022**

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

Absent: Mark Russell

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

Guests: Mylan and Maya Cohen and Tyler Patterson – Surf Road Residents

Call to Order: Chair, Ken Pierce called meeting to order at 6:03 pm. Thanked Jim Kerney for work done on the committee as chair. Recognized Jim's major contributions to the committee and Town (Pay & Display, Master Plan Update, Fees and COVID). KP moved on to explain the meeting process to the virtual guests.

Approval of January 20, 2022 Draft Minutes

Motion by JimK to approve the Jan 20, 2022 draft minutes second by DT, motion passed (5 - Yes, 0 - No). JD arrived after the vote.

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

FOF Update

AS brought up to date on projects as submitted on monthly report. Busy with budget season and looking to have a bird watching group at the Fort. AS met with SMCC Horticulture Dept. and they will be volunteering to assist at the fort. She has ordered plants. JimK asked about future articles in Cape Courier and chance to update Town on invasive clearing and long term results. AS happy to do but sometimes leads to many opinions on herbicide treatments etc. LS reminded about previous article showing before and after photos, so powerful. AS has before and after pictures from recent work. DT commented she is happy to see FOF working with STRIVE and AS mentioned Gorham HS as well. SM the last work VCS did was mechanical, no herbicide treatments so something to talk about. KP seconded the praise of working with STRIVE.

FOAA

KP introduced and reiterated to read the handout. It's a handy reminder. KP further clarified that meetings on process can take place but if anything substantive must be at meeting with all present and participating. Discussion needs to be open and transparent to public. Provided some examples. Any documents must be considered public documents. KR further explained the video available on Town Website (12/15/21) and Deb Lane further clarifies.

Master Plan Update

KP opened discussion on MP Update. **Goddard Mansion** – KP, summarized steps to date, walk through and report on what may be needed. Assisted with budget number for feasibility study. Goal to stabilize from deteriorating further. KP clarified that technology has advanced, laser scans and drones provide a lot more information.

Mylan & Maya Cohen, 21 Surf Road, - Mylan speaking as President of the recently formed Cottage Park Neighborhood Association. LS asked if speaking on behalf of self or association. Identified himself as President of the board, did speak with members but speaking on his own behalf. Thanked committee for work and greatly appreciated. Lived here for 24 years and have watched the deterioration. Backyard abuts Goddard Mansion. Concerned about increased traffic once work completed. Maya spoke and clarified the path that exists to the left of the mansion is relatively new due to cleared vegetation. Many now use this path. Analysis in the update and photos show how close their home is to this area. KP clarified at this point looking to shore up the mansion. Has been studied in past and needs some work to stabilize, eliminate safety hazards. He went on to say the use of the mansion, once stabilized, will be up for further discussion. Maya spoke to the use and that in the summer there is free climbing done there. KP clarified that is not permitted. Mylan brought forth the master plan and the “Bermuda Church”. Neighbors took this as the potential for wedding location and other activities and neighbors have concerns.

Tyler Patterson, 15 Surf Road – Tyler wanted to comment on the separation of shoring up the mansion and the function. Feels committee will have to provide guidance function to figure out money to be spent. Neighborhood would like to be involved in that discussion.

JimK asks what next step will be. KR provided example of what will go out to engineering companies for the feasibility studies. Committee would discuss and have input. A different one would be done for Goddard, Pond and Powers Road. JimK feels somewhere should be clarified costs for different options; entire mansion, two-thirds etc taking budget allocations into consideration. KR clarified this was the first step and RFP’s can go out in early spring and steps prior to expenses incurred. Discussion took place regarding change in money to be spent prior to 7/1/22. KR will send example out to committee. **Signage** – JD provided update on discussions with CC and Jim Rowe. Would like to begin with a starter basic tour and can build upon going forward. Will work with appropriate parties to get started. First step getting content then the advertising. KR did share that Jane Anderson would be available and is somewhat familiar with QR codes and information can be added to our website for ease. CC spoke with CETV and TML regarding equipment availability. Would like to involve students at all levels. SM felt this could be a potential senior transition project. **Pond** – KP shared we are at the same point as with Goddard. SM explained she spoke with Will Haskell and explained RFP will come in the spring.

Powers Rd – KR shared meeting with Town Manager and JimK. Project bigger than committee and should involve Public Works and Steve Harding. Beginning steps to develop how we will break this out. JimK would be happy to be continually involved. KR will bring JimK and Richardson & Associates up to date and have them involved. JimK discussed involvement of

Richardson & Associates going forward. KR shared there are some funds still available and agrees they should be involved. KR will send minutes to them.

Goals Discussion

KR started discussion and explained the handout. Explained this is an introductory discussion and can be expanded further in March when potentially in person. CC developed this document to align with the Town Council goals. KP felt some of this was done with the Master Plan Update. JimK shared we had gone through much of this during our Master Plan meetings. JimK will work with CC to try and place our work into this document.

Budget Discussion

KR provided budget update on changes to be presented to Town Council. The work items were removed (Goddard Mansion work, Pond work, Powers Road work). Feasibility studies can be done and once objective numbers received work can be submitted in future budgets. KR will share the work expectations at the budget meetings however the costs will not be included. Discussion with committee, disappointment expressed due to all the work to get to this point and would like to see project work started sooner rather than later. Committee would like the Pond work reconsidered. KR will discuss with Town Manager to resubmit Pond work. KR clarified a few projects in town that have been delayed due to involvement of other entities and other projects coming forward for the town. JimK mentioned the Picnic Shelter parking lot work that we did not have done and possibility of utilizing those funds. KP feels pond could benefit the entire community and feedback from the survey. SM would like to see things from Master Plan completed. KP asked that KR clarify the position on the Pay & Display money. KR shared the money goes to the general fund and then can be allocated back to the park for projects. KR shared the other operational expenses that are paid for by the town and has supported projects in the past. JimK feels we should still note the revenues in our budget presentations.

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

JimK shared he had received correspondence regarding Goddard Mansion. Additionally asked if some of Overflow Lot could be blocked off during mud season, CC will handle. JimK recognized the wonderful fireworks show and hope we can do this again going forward. LS also received a call about work at Goddard Mansion and she encouraged to attend meeting. KP asked about the damages from the painter at PHL, is it being addressed. KR will continue to work with facilities.

The meeting was adjourned at 7:28 pm. JimK motion to adjourn, LS second, motion passes unanimously, 6 – Yes, 0 – No.

Next meeting: Thursday, March 17, 2022 @ 7:00 pm

Respectfully submitted,

Kathy Raftice