

Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, February 20, 2025

Present: Lauren Springer (LS) Chair, Terry Bagley (TB), Curtis Kelly (CK), Dennis Liener (DL), and Ken Pierce (KP)

Absent: Jim Kerney and Doreen Theriault

Staff: Kathy Raftice, (KR) Community Services and Fort Williams Park Director

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

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

Approval of January 16, 2025 Meeting Draft Minutes

Motion by TB to approve the January 16, 2025 draft minutes, second by CK. Motion passed (5 – Yes, 0 – No).

Friends of Fort Williams Update

AS unable to attend. KR shared the report.

Beach to Beacon Discussion

David Backer, Angela Best and Jacob Lees from Beach to Beacon attended the meeting to discuss the request to relocate the Packet Pick-up and Vendor Fair to Fort Williams Park. David Backer started the discussion with introductions and provided a brief explanation. He mentioned that the vendor fair is an important part of the B2B and last year it was canceled because the high school gym was unavailable. KR noted that the high school gym is unavailable again this year per an email from the Facilities Director. Jacob then reviewed the packet, explaining that the committee has discussed the hope to hold all activities at Fort Williams. There were questions and discussion by the FWPC regarding Shore Road, entrance to FW, narrow entrance to Overflow lot and Parade Ground lot. Jacob stated that the signage and message boards would be placed on Shore Road. KR mentioned that backup on Shore Road could lead into South Portland, and South Portland PD needs to be notified. KP asked about the parking within the park. Jacob explained that a parking company, hired by DMSE, would assist with parking and traffic management. CK asked if there is an estimated amount of cars expected. The expectation is 2500 per day. To assist with the traffic they expanded the hours of the packet pickup and vendor fair to 12:00 pm – 8:00 pm on Friday. He further explained that last year they had about 2100 packets picked up in advance at two TD Bank locations and are looking into adding a third to reduce numbers coming to FW on Thursday and Friday. KR had questions about the vendor fair and what time vendors arriving on Thursday for setup. Angela Best explained that vendors would arrive around noon on Thursday. KR asked about the kids races

and how that is all coordinated with the vendor fair. Jacob said both would be taking place at the same time. KR asked if there was an inclement weather plan. Jacob explained vendors under tent. KR shared a concern remains if weather is bad. The Parade field is grass and the overflow parking lot is not paved. KP concerned about the parking on Shore Road for those who do not want to go into the park. B2B suggests utilizing no parking signs and police control. KR shared the additional police coverage will lead to additional costs. LS asked if there was a “Plan B”. Angela and KR discussed that last year the middle school was an option but the B2B board was not interested. KR shared this may be an option again this year. After a lengthy discussion it was agreed that this will need to be discussed at the March 3, B2B meeting with all department heads. KR will see if South Portland PD would be able to attend.

VAG Fair Request

KR shared with the committee a request to host the VAG Fair at FW, which is a car show featuring Volkswagen, Audi and Porsche vehicles. The proposal is to utilize the Green on Saturday, June 14, 2025. The expectation is approximately 150 cars and 500 visitors. KR mentioned that she had communicated the fees and requirements to the vendor who remains interested. After discussing the event, the committee supports the request however not on June 14. CEHS graduation in on June 1 and Family Fun Day on June 7. The committee would support the request if a different day in the fall could be considered. KR will communicate to the vendor.

USS Eagle Ceremony Update

KR shared Mike Dery’s latest email regarding the 80th Eagle Celebration for April 23, 2025. He requests a setup for approximately 120 guests. They would utilize the Green, near the monument, from 9:30 am to 12:30 pm. The ceremony will commence at 11:00 am until 11:50 am. Committee happy to hear it will take place and DL would like to see more publicity. KR will have the information shared on town website, FW website and other social media outlets.

Project Assignments and Workshop Discussion

The committee discussed the upcoming workshop scheduled for February 27. KR explained that the Fort Williams discussion will last 45 minutes, and will include a brief presentation by Gorrill Palmer on the Powers Road Feasibility Study. This will be followed by discussion on the results, and a brief discussion on the future of Goddard Mansion. The committee discussed the options for Goddard Mansion and feels there should be a fundraising discussion if adequate funding is not available. The committee agreed that project assignments could take place at the next meeting.

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

Motion to adjourn by TB, second by CK. Motion passed (5 – Yes, 0 – No). The meeting adjourned @ 7:59 pm.

Respectfully submitted

Kathy Raftice.