

**Town of Cape Elizabeth
Fort Williams Park Committee**
Meeting Minutes
Thursday, April 24, 2025

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

Absent: Dennis Leiner

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

Call to Order: LS called meeting to order at 6:02 pm.

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

Approval of March 19, 2025 Meeting Draft Minutes

Motion by JK to approve the March 19, 2025 draft minutes, second by TB. Motion passed (6 – Yes, 0 – No).

Friends of Fort Williams Update

AS shared her Ecology Report for April. She discussed the many volunteer groups she has coming to the park; May 1 – Idexx, May 3 – Maine Health Sustainability, May 16 – Idexx, May 29 – Diversified and June 26 – Idexx. She also shared the staff she will have working with her this season. She outlined the programming, outreach and events scheduled for the summer.

Fort Williams Update

KR provided an update on the budget, noting that we need to wait for final approval. She met with Nick Tamarro to discuss the area at the top of the stairs by the lighthouse. Nick agreed that the erosion has caused the eggshell-like material to rise. The committee discussed this issue and unanimously agreed to have the material removed. KR will give Nick the authorization to proceed. Additionally, KR gave Nick the authorization to begin the hardscaping work at the lighthouse. The committee also discussed the fencing and when it will be repaired. KR has been in touch with Maine Line Fence to schedule that fencing work and repairs within the park. TB and JK attended the USS Eagle celebration, which was well done. It was smaller than last year but very nice. There was a discussion about the tennis courts. KP visited the courts and took some photos, noting that water is accumulating and there is a seam that was not there before

which is contributing to the issue. KP will share the photos with KR. KR has been in contact with the vendor. The committee discussed adding a pay and display kiosk to the playground parking lot. KR has discussed this with UPP and they will be adding. They will meet with Dom to determine the best location. Additionally, the committee discussed the season pass to confirm dates. All in agreement that this is a calendar year, pass and KR will update UPP. QR donations were discussed and additional research to continue on how this can be accomplished.

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

Motion to adjourn by LS, second by DT. Motion passed (4 – Yes, 0 – No). The meeting adjourned @ 6:56 pm.

Respectfully submitted
Kathy Raftice.