

**Town of Cape Elizabeth  
Fort Williams Park Committee  
Meeting Minutes  
Thursday, May 15, 2025**

**Present:** Lauren Springer (LS) Chair, Terry Bagley (TB), Curtis Kelly (CK), Jim Kerney (JK), and Dennis Leiner (DL)

**Absent:** Ken Pierce and Doreen Theriault

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

**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 April 24, 2025 Meeting Draft Minutes**

Motion by TB to approve the April 24, 2025 draft minutes, second by CK. Motion passed (5 – Yes, 0 – No).

**Friends of Fort Williams Update**

KR shared Andrea's FOF Update. Lots of rain so a slight back up on the To Do list. AS provided a link to volunteer through the FOF. Lots of volunteers and an STP student have been working at the fort. Dominic and Andrea participated in the South Portland Earth Day Resource Fair. Programming update provided. Garden Tour information. CK asked about date, July 19.

**Fort Williams Update**

KR provided and update on the Tennis Courts. Scheduled to finalize repairs week of May 20. Weather has delayed. KR has been in constant communication with vendor and patrons. KR has signed contract with Maine Line Fence to complete fence repairs and replace gate on Cliff Walk. Grondin Construction returned and completed the work to the grass around the pond. Parking Kiosk installed in the parking lot by the playground and signage will be added so all are aware. KR brought committee up to date on playground subcommittee with next meeting scheduled for the beginning of June, followed by update to full committee. Battery Blair RFP completed and KR discussed with Bob Malley. Gorrill Palmer not comfortable directing this RFP, Bob suggests reaching out to Ethan Rhile. KR shared information on next B2B meeting scheduled for May 20. KR shared group use request by Tom Milkulka on event in park on September 21 with roughly 200 people. Committee in agreement with event however date may be a problem unless held on the parade ground. KR to follow up. JK discussed Goddard and Picnic Pavilion and next steps.

JK asked about the tree removals and stump removal. KR working with Jeff Tarling will get back to him for an update.

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

Motion to adjourn by CK, second by TB. Motion passed (5 – Yes, 0 – No). The meeting adjourned @ 6:57 pm.

Discussion regarding next meeting. Meeting in June falls on June 19, 2025, which is a holiday. Committee discussed available dates, settled on June 26 @ 6:00 pm.

Respectfully submitted

Kathy Raftice.