

**Town of Cape Elizabeth
Fort Williams Park Committee
Meeting Minutes
Thursday, May 18, 2023**

Present: Lauren Springer (LS) Substitute Chair, Jon Dienstag (JD), Jim Kerney (JimK), Suzanne McGinn (SM), and Doreen Theriault

Absent: Ken Pierce and Mark Russell

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

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 April 20, 2023 Draft Meeting Minutes

Motion by JimK to approve the April 20, 2023 Meeting Draft minutes, second by DT. Motion passed (5 – Yes, 0 – No)

Friends of Fort Williams Update

AS shared her report; Maintenance: compliments to Alex Donka, pump installed for the biofilter pond and stream is flowing nicely, FOF removing invasives. Volunteers: working with several STP students and multiple volunteer events. Future volunteer events with Unum and Idexx. The birding group going strong. Doug Hitchcox from Maine Audubon leading walk May 22. Programs: second wellness class May 17th. AS asked about QR code for a FOF update and donation box @ Children's Garden. All in agreement this is good idea. Need to remove old QR codes and focus on the highlight areas. LS commented that may see more traction in future when playground moved. JimK asking for QR & FOF sign compliance.

Sign Update

JD introduced conversation by acknowledging the great work to date by Jim Rowe. Next step to work with Ted Jordan on bringing the content together at CECS website. JimK suggests that we have one or more points of information to direct people around the park. CC is working on the locations. Is there an ability to track use through clicks? JD is looking for this to develop into a walking tour. Discussion on a wayfinding map (You are here*). DT feels this would be very helpful for directions. Suggests a story map with layers. Discussion on where information will be stored and how best to develop. AS suggests layers and will send KR examples. Question on QR codes for donations, where is that? KR will follow up with UPP.

FWP Updates

KR shared that she has had a conversation with Gorrill Palmer on stairways. They should have design & specs soon. Will Haskell, GP will also submit the final report on the Pond so team can then put together RFP or P's on projects to be done. Will also asked to have a block of time at our June meeting to Kick off the Powers Road study. KR met with FOF on plantings to be done at the greeter's shed and around the portables in Central Lot. AS also mentioned she feels trees in the Center Lot are dead. She is thinking a smaller tree would work better. She will send an email to the tree warden. CC suggests possibly a travel pathway of some kind down the middle may be a better choice. Painting has been taking place at the Picnic Shelter. KR provided an update on the work at Ship Cove Platform and PHL. Pay & Display update and citations have begun. The bottle water filling stations are being delivered tomorrow (May 19th). KR contacting Main Line Fence for some repairs around the park.

Discussion around easements and whether there is a need or not. The need to protect the park and have removed from the Housing Diversity Study Committee. KR shared her discussion with Matt Sturgis, Town Manager and he feels an easement is not needed as the majority of the park is already protected. KR also discussed letter from 2005 Town Manager, Mike McGovern which very clearly spells out why easement not needed and would cause issues with grants received. Suggestion by member on whether a deed restriction would be helpful. Committee not comfortable with some of the issue with easement or deed restrictions. JimK looking for clarity and understanding on what should be done to move this protection forward. Tim Reiniger, Town Councilor in attendance and shared that he and Jeremy Gabrielson, Chair, Town Council feel a workshop would be helpful to clarify questions. KR will follow up with TC and workshop.

CC provided an update on the Animal Control Officer, Maggie Maxwell. She is present and actively involved. Providing positive reinforcement of rules and behavior. SM suggested an update from Chief Fenton on the dog issues in the park.

Discussion on the parking lot by the playground. JimK suggestion to make that lot for residents and season pass holders only. He feels one of our goals is to develop the park for our residents and this would be a way to help. CC feels enforcement would be difficult. LS feels we are ahead of ourselves. We all have the same agenda however until the lot is more structured, enforcement will be difficult. JD agrees something needs to be done, lot is dangerous. SM agrees a little ahead of ourselves and suggests proposing in next budget to move the playground and asphalt the lot to have more organized parking which then can be enforced.

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

The meeting was adjourned at 7:17 pm. Next meeting: Thursday, June 15 @ 6:00 pm.

Respectfully submitted,
Kathy Raftice