

**Town of Cape Elizabeth
Fort Williams Park Committee
Pay & Display Subcommittee Meeting**

Meeting Minutes
July 11, 2018

Present: Chair Jim Kerney (JimK), Ken Pierce (KP), Mark Russell (MR)

Other FWPC Members Present: None

Staff: Matt Sturgis (Town Manager), Kathy Raftice (Community Services & FWP Director)

Public: None

Call to Order: JimK called meeting to order @ 7:02 PM.

Public Comment Opportunity for Discussion of Items Not On the Agenda
None

Reading of directive for Pay/Display sub-committee from Matt Sturgis

Prior to Matt reading the directive, JimK made a recommendation to the group to listen to the Town Council June 11 meeting. He felt there were many good points and counterpoints. He feels it is a compliment to the committee to be given the task of data gathering. Matt then read the letter, highlighting the specifics for the need for revenue impact, suggested fees, the overall capacity of the fort, whether the pay/display will be seasonal or yearly and how it will impact local sports teams. MR asked for clarification on what committee being asked to do and Matt clarified that we are gathering data and if the town were to go forward this is what we would suggest it look like. KP then added we are responsible for how it looks if put forward, not the philosophical perspective on whether it should or should not happen. JimK then began discussion with documents, assignments and agenda for going forward. KP is away on vacation beginning Friday so will not be available next week. He will look into the deed issues and Matt will handle the meeting on enforcement. JimK brought up the issue on who can be deputized to enforce? Summer employee? JimK then explained the attachment titled Pay & Display Subcommittee – Traffic, Fee and Revenue Estimates. JimK explained VHB study and further explained that he and the rangers are doing counts on Maine vs Non Maine vehicles visiting the park and consistently reaching a 40(Maine)/60(Non-Maine) ratio. They also completed the count of the parking spaces and there are 270 spots to be considered for metered parking. There is an overflow capacity in other locations but not to be considered at this time. JimK did review options and the differences: Pay & Display, Pay to Park, Entry Fee, and Pay by Plate. Discussion and agreement that Pay & Display is the best option. Following discussion and explanations on the handout, JimK then moved into discussions on the cost. There are 5 parking lots with the potential for 10 meters. There are three options; purchase the equipment, lease the equipment or hire a management company. If purchasing the equipment more cost, time and management involved with the maintenance and upkeep. If utilizing a management company they install and handle maintenance and take a % of the revenues. The Town of York, Maine began with the purchasing of the equipment and attempted to handle themselves and have now moved to a management company. Group consensus was to suggest/support the hiring of a management company. Discussion on the impact to local sports teams. KP does not think parents of children should be charged. It was also brought up that there are travel teams playing and therefore is it possible to provide passes for weekends? How does that impact Little League? This will be discussed at the next meeting.

Other Business Not on the Agenda

None

Citizen Opportunity for Discussion of Items on the Agenda

None

The meeting was adjourned at 9:13 pm

Next meeting of the sub-committee is scheduled for Wednesday, July 18 @ 7:00 PM @ Cape Elizabeth Community Center.

Respectfully Submitted,
Kathy Raftice