

**Town of Cape Elizabeth  
Fort Williams Park Committee**

Meeting Minutes  
April 18, 2019

**Present:** Jim Kerney (JimK), Suzanne McGinn (SM), Ken Pierce (KP) and Mark Russell (MR) acting chair,

**Absent:** Joe Kozlowski, Doreen Theriault, Jim Walsh

**Staff:** Kerry Kertes (KK), Fort Williams Coordinator, Kathy Raftice (KR), Community Services and Fort Williams Park Director, Andrea Southworth, Friends of Fort Williams Park

**Public:** Theresa Fox, Heidi Hanson, Shannon O'Meara and Roger Rioux

**Call to Order:** MR called meeting to order at 7:00 pm.

**Approval of Meeting Minutes**

The March 28, 2019 draft meeting minutes were approved as amended. (4 - Yes, 0 - No)

**Public Comment Opportunity for Discussion of Items Not On the Agenda**

Shannon O'Meara spoke and asked that Cape taxpayers need to be heard. She addressed the Commercial bus fee increase needs to be more to reprioritize the Cape taxpayer. We (FWPC) should add an agenda item to a meeting where we solicit input from the general public on how we can increase revenue in the park. She also feels better communication needed. MR did explain that the FWPC is a recommending body who does the legwork and research for the Town Council. Articles have been in the Courier, Forecaster and on the town webpage.

Heidi Hanson & Theresa Fox spoke about the "Dogs of the Light". Explained there are 277 members who take care of the park. Every year they do a walk about, "scoop day". They would like to be part of the solution, instead of the problem. Theresa did explain that on issues Bob Malley would contact them and she would ask that Kathy Raftice do the same. Heidi then stated she felt the Committee Rules do not allow for public input during the discussion and would request that this change to allow/encourage comments. MR explained the rules are town rules and the committee welcomes and fosters communication. KR will speak to the dog ordinance during the agenda item.

**FWPF Update**

Andrea Southworth discussed the following:

**Planning:**

- April 29: Approximately 30 volunteers from Waynflete and FFWP will work on invasive plant clearing at Cliffside/Cliff Walk.
- May 20: Bird walk with Doug Hitchcox from Maine Audubon, 7:00 - 9:00 am.
- May 25: Tree walk with Todd Robbins, time TBA.

## **Maintenance:**

- Alex Donka has returned as our summer grounds employee and we are looking for someone to assist Alex.
- Lighthouse View: Partnering with Maine Audubon. They plan to donate early-flowering perennials for Lighthouse View meadow. We'll remove grass/invasive plants.
- Cliffside and Cliff Walk Landscape: Dan O'Wril (Blue Ox Maine), an arborist, finished work along Cliffside and the Cliff Walk.
- Children's Garden:  
Slide/hillside considerations: Removed short green metal stakes near the slide!

Bottom of slide: Will purchase a commercial grade 6' x 4' rubber mat (weighs 180 lbs) and we are considering options for a platform or other attachment: <https://www.aaastateofplay.com/rubber-swing-mat/>

Slide hillside: Possibility of Three Stone Landscape Company installing boulders to flank the slide: <http://www.threestonelandscapes.com/>

Soil/plants: We'll need to install loam and move plants or purchase new plants for the hillside.

- Grove of trees: Cape resident would like to donate funds for a grove of trees to be planted between the Children's Garden and the Tree Succession area. This would include an annual maintenance budget and also the repair of the stone wall along Tree Succession. We'll need to have the swallowwort treated, etc. Walked the site with Todd Robbins for his input. Will put together a proposal for next month's FWPC meeting.

MR did say that Friends of Fort Williams has the support of the committee. Andrea will check with Public Works on what can be done with the slide, the steps and the tree donation. SM suggested Andrea contact the woman who designed the Pond Cove playground on what can be done at the bottom of the slide.

## **Review of Ft Williams Dog Ordinance Update:**

KR explained that the changes and vote that took place at the last meeting were outside the request from the ordinance committee. The discussion and vote were on subjects that were not clearly or appropriately noticed in the agenda and therefore will be discussed at the next meeting as directed by the chair, JW. Heidi Hanson spoke on how the unleashed area came to be. She explained the FWPC was involved and worked on the changes, the suggested changes were submitted to the Town Council for a public hearing and approved. She does not feel it should be an agenda item for discussion. She feels the policy should stand as is and allow the unleashed area to remain. Roger Rioux had submitted a letter he wanted shared with the members. I explained that the letter would be shared following the meeting but as I was directed to move any discussion to the May meeting I had not yet dispersed. He feels that all rules of the park should be reviewed. KR explained she would discuss with JW and agenda will be posted.

## **Update on Pay & Display from Town Council Meeting**

JimK summarized the 4/8/19 Town Council meeting. The change in the ordinance wording was moved to a workshop to take place prior to the May 6<sup>th</sup> meeting. The Flexible Statement on the Use of Revenue at the park was read into record and the Town Council would decide on the acceptance at the May 13<sup>th</sup> meeting. May 6<sup>th</sup> will be the Public Hearing and May 13<sup>th</sup> the Town Council will vote on whether to accept Pay & Display. Roger

Rioux asked about parking by the playground. JimK explained that is for Cape residents and patrons of the businesses on Officer's Row. Shannon O'Meara asked why this is only in place for 6 months. JimK explained a lot of time, effort and research went into the recommendations that were submitted to the Town Council that it is a recommendation and the Town Council can change as they feel it is needed.

### **Beach to Beacon Fee Discussion**

KR explained that B2B fees needed to be reviewed and suggested fees presented to Town Council and B2B committee. KP stated he felt it was the best event and we should do what we can to continue the relationship. SM felt the fee increase should be tied to other fee increases in the park. JimK felt the increase should be a reasonable amount that is continuous with a review after a period of time. MR stated the use has grown tremendously since it began. He feels we have a very good relationship with B2B and that will continue. JimK made a motion to increase the fees by 10% per year to be reviewed in 3 years. KP seconded. Committee voted to approve. (4 – Yes, 0 – No)

MR would like noted in the minutes the sub-committee on Commercial Fees specific to trolley fees. That sub-committee is made up of Jim Walsh, Jim Kerney and Mark Russell. No meetings have been scheduled as yet.

MR would like noted the need for the sub-committee on Group Use reconvene and finalize the review and update of the group use policy. This sub-committee was made up of Doreen Theriault, Joe Kozlowski and Ken Pierce.

### **Schedule Committee Site Walk & May Meeting**

Discussion about how best to achieve in May. MR suggested regular meeting, Thursday May 16<sup>th</sup> @ 7:00 pm and Site Walk, Tuesday May 21<sup>st</sup> @ 5:30 pm. JimK did ask that on the agenda in May there needs to be a discussion on Memorial Benches.

### **Public Comment Opportunity for Discussion of Items on the Agenda**

Shannon O'Meara felt the fees for B2B should be higher. Asked if we had looked at costs associated with the event. MR did explain that park impeccably cleaned following race however they have added two events at the park and that should be considered. Roger Rioux felt there should be an increase in the B2B user fees and a comparison on lost revenue in the park during that time should be considered.

### **The meeting was adjourned at 8:27 PM**

The next meeting of the full committee will be May 16, 2019 @ 7:00 pm at the Town Hall, Council Chambers. Site Walk Tuesday, May 21 @ 5:30 pm to meet in the parade parking lot.

Respectfully Submitted,  
Kathy Raftice