

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

Meeting Minutes  
October 20, 2016

**Present:** Chair, Mark Russell (MR), Charles “Chuck” Wilson (CW), Joe Kozlowski (JK), Suzanne McGinn (SM), Don Clark (DC) Steve Lyons (SL) and Chris Straw (CS)

**Absent:** N/A

**Staff:** Robert Malley, Director of Public Works (RM)

**Public:** Terri Patterson, resident of 15 Surf Road, Maya Cohen, resident of 21 Surf Road. Mary Hodgkin, resident (FWPF) of 12 Two Lights Terrace. Representing Beach to Beacon Organization: Joan Benoit Samuelson, Mike Stone and Andy Deschenes

**Call to Order:** Mark Russell called the meeting to order @ 7:02 PM.

**Meeting Minutes**

The September 15, 2016 meeting minutes were approved as written. (7 Yes, 0 No)

**Citizen Opportunity for Public Comment Not On the Agenda**

Terri Patterson & Maya Cohen raised concerns about amplification of noise associated with the American Cancer Society (ACS) Making Strides Against Breast Cancer Walk held in the Park on Sunday, October 16, 2016. Maya also expressed concerns about the timing of the music, which she felt started too early.

**Committee Member Updates & Correspondence**

CS attended the last FWPF meeting. He stated they expressed concerns creating a paved handicap accessible parking area at the entrance to the Children’s Garden. They are in favor of alternatives that delineate parking that is not impervious.

General discussion followed about the ACS Walk event, in particular the number of vehicles, traffic and the egress of vehicles from the Park once the event was over. CS asked if large events could be placed on the Town Calendar.

MR had been contacted by a member of the FWPF regarding name recognition of the granite “slide”. He brought Committee members up to date on the issue raised.

**Fort Williams Park Foundation Update**

Mary Hodgkin provided the following update on the recent activities of the Foundation, which also included a discussion about the granite “slide”:

**Children’s Garden**

- We celebrated the grand opening of the Garden on Sept. 9 to great acclaim. We are grateful to all who attended the ceremony.
- Feedback from the public has been very positive, and the Garden continues to receive new and repeat visitors.
- We have been happy to see new contributions come in from people impressed with the Garden; mostly through paver sales.

**Cliff Walk Landscape**

- Vegetation Control Services is scheduled next Wednesday, Oct 26, to apply herbicides to recently-cut Asiatic honeysuckle shrubs and bittersweet vines in the upper area of the landscape; in particular, along future footpath routes.

- The Bafflin Foundation has recently awarded the Foundation \$16,700 to cover the cost for the 8-segment trail system, so we will begin installation of these trails next spring, 2017.

### **Volunteers**

- In addition to many Adopters doing routine maintenance at the three completed Arboretum sites, recent groups helping with landscape maintenance and invasive plant control include Faber Law Group, SMCC Landscape Management class, Caring Kids of Cape, the entire Cape Elizabeth 7th Grade, TD Bank, Pati Wolfe, Alere, and Greater Portland Oracle Group.

### **Park & Project Update – Bob Malley**

- The sidewalk on the upper side of Harrison Road has been removed and the area loamed and seeded. Two sets of steps were removed that were in questionable condition. New hand rails have been added on five sets of steps leading up to and away from Harrison Road. Project Cost: \$10,300
- Two segments of stainless steel cable railing have been installed along the Cliff Walk as approved in the FY 2017 budget. Project Cost: \$12,080
- Work has begun on the repairs to the steps and wall around the Garden Pond. The work should be complete around October 28<sup>th</sup>. Project was funded in the operating budget (645). Project Cost: \$20,775
- Rotary Club-funded project for the hardscaping on the west (back) side of the Picnic Shelter will get underway on October 26<sup>th</sup>. The work should be substantially complete by November 2<sup>nd</sup>.
- A concrete block retaining wall at Battery Blair has shifted inward. A call has been placed to a structural engineer to have it inspected.
- Still working with Mitchell & Associates and the contractor (Cross Excavation) to wrap up the final restoration of the bleacher removal project. Final loaming and seeding has been postponed until the spring of 2017.
- There was a considerable amount of congestion and traffic associated with the ACS walk. It was estimated they had between 1,200 and 1,500 participants.

### **FWP Use Request – 2017 Beach to Beacon Race Activities**

RM introduced Mike Stone, Joan Benoit Samuelson and Andy Deschenes of the B2B race organization. Mike Stone gave a brief presentation on the annual use request, which this year includes a request to hold the press conference, the Volunteer Recognition Party and the VIP Lobster Bake on the “Green” in the Park. Andy Deschenes added information about the logistics and timing of the events. Joan Benoit Samuelson said hosting the above referenced events in the Park will contribute to the event’s “Evergreen” recognition and a reduction of the carbon footprint associated with the event.

There was an extended discussion and concerns raised by the Committee about logistics, parking, and the amplification of music/public address, the impact on Delano Park residents and the precedent of holding a large event on the “Green”. RM updated the Committee on the historical use of the “Green” for events and past group uses that have been approved to serve alcohol. Members asked if they (B2B) had considered other areas in the Park (the Parade Field) based on the discussion.

MR asked the Committee to consider applicable fees, which was followed by a general discussion about the type and amount of the fee that should be assessed given the request.

**Motion made by DC to recommend the Town Council approve the request by the Beacon Race Organization to expand their use to include the Volunteer Party on Wednesday and the VIP Lobster Bake on Saturday evening of the race event on the “Green” as proposed (including the press conference) on a 1-year trial basis to evaluate the impact. Seconded by JK. The vote also included a recommended fee of \$2,400 (Area fee: 2 days @ \$700/day and the Surcharge for Group Uses approved to serve alcoholic beverages: 2 days @ \$500/day). The vote was 7 Yes 0 No**

CS wanted it noted that the Group Use Policy was used a reference for the discussion.

### **Discussion of Capital Planning for Next Budget Cycle (FY 2018)**

RM reviewed two written estimates provided by Mitchell & Associates. One was for an ADA-accessible walkway from the terminus of the Parade Field Parking Lot to the entrance of the Children's Garden and the other was for proposed improvements to the Picnic Shelter Parking Lot. RM also reviewed all of the projects in a memo that was circulated to the Committee on October 18, 2016 that included several projects for the Committee to consider for budgeting purposes. There was a general discussion about each proposal and others such as restrooms, the amphitheater proposal and Park buffers.

DC requested an estimate on other surface treatments for ADA-accessible parking in the overflow parking area near the Children's Garden entrance. RM will investigate the ADA requirements and report back to the Committee next month.

CW suggested the Committee should work with the Rotary Club on the phased work they are undertaking at the Picnic Shelter.

SM asked about getting the disturbed end of the existing bleachers repaired by the contractor who repairing the stone wall around the Garden Pond. RM will look into that and report back to the Committee.

Following an extended discussion, there was a consensus to include the following projects in the FY 2018 budget proposal, which will be finalized at the November meeting:

- Wheatley Road Guardrail - \$8,500
- Powers (entrance) Road Guardrail Replacement - \$21,000
- Cliff Walk Safety Improvements - \$25,000
- Replacement of Perimeter Fencing to Surf Road - \$35,000
- Upper Tennis/Basketball Court Improvements - \$50,000
- ADA-accessible parking area at Children's Garden – \$TBD

RM suggested doing only the walkway improvements in the Picnic Shelter Parking Lot, since pedestrian egress from it to Battery Knoll is very challenging. Mitchell & Associates will be contacted for a revised estimate.

There was a discussion about updating the 2009 GPCOG Traffic Study. RM suggested the Committee identify the data they would like to collect and that the study could be updated in the summer of 2017.

### **Other Business Not on the Agenda**

None

### **Citizen Opportunity for Public Comment of Items on the Agenda:**

There were no citizens present at the time this item was reached in the meeting.

### **The meeting was adjourned at 9:30 PM**

Respectfully Submitted,  
Robert C. Malley