

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

Meeting Minutes
June 15, 2017

Present: Chair, Mark Russell (MR), Chris Straw (CS), Don Clark (DC), Joe Kozlowski (JK) and Jim Walsh (JW)

Absent: Suzanne McGinn (SM)

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

Public: Lynn Shaffer (FWPF), Emily Garvin (FWPF) and Roger Rioux of 5 Bridal Path Way

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

Meeting Minutes

The April 27, 2017 meeting minutes were approved as written (5 Yes, 0 No)

Citizen Opportunity for Public Comment Not On the Agenda

There was no comment

FWPF Update

The following update was sent to the Committee previously:

Report to the Fort Williams Park Committee: June 15, 2017

Arboretum Highlights from past month

Children's Garden:

- The sliding stone was installed by L.P. Murray and Freshwater Stone on June 7. We will be planting the surrounding hillside as soon as possible.
- Additional Council Ring pavers were installed this week by Linkel Construction.
- This week we are completing a very large planting of perennials and grasses. Volunteers have been recruited to work with staff.

Cliff Walk Landscape:

- The Foundation will present the project for approval at the Town Council meeting on July 10. This was previously scheduled for June 12, and changed per James McCain's request.
- Herbicide treatments of black swallow-wort, Asiatic honeysuckle and bittersweet by Vegetation Control Services completed on June 12.

Garden Tour

This year's Garden Tour will be held Saturday, July 15. Including the Children's Garden, there will be 10 gardens in Cape Elizabeth and South Portland. Tickets are now on sale.

Annual Meeting

The Annual Meeting will be held Tuesday, June 27, at the Picnic Shelter in the Park. You should all have received invitations. Following the brief business meeting and recognition of the 7 retiring board members, there will be light refreshments and a social gathering. James McCain will then lead a tour of the proposed Cliffwalk Landscape project.

People retiring from the FWPF Board are:

- Steve Bates
- Sandi Dunham
- Pat Nicholas
- Chuck Redman
- Jen Steele
- Janet Villiotte
- Drew Guthrie (left at the end of 2016)

People joining the FWPF Board are:

- Tom Atwell
- Dawn Brennan-Daly
- Mike Duddy
- Ilya Fleishman
- Rod Harmon
- Barbara Powers
- Ray Sapirstein

Lynn reported that the new granite slide has been installed at the Children's Garden. The slide is quite smooth which has necessitated the need to place some engineered wood fiber, (playground wood chips) at the bottom of the landing area for the purpose of safety.

Roger Rioux expressed a concern about liability of the new slide.

The FWPF will be monitoring the use of the slide. MR is also concerned about liability and would like the FWPF to update the Committee on its monitoring efforts.

Emily Garvin was also introduced to the Committee by Lynn. Emily is the current the vice-president of the Foundation.

Group Use Request – Diana Nyad's "Everwalk" – Saturday, September 16, 2017

Ron Kramer from DMSE Sports presented the "Everwalk" proposal on behalf of Ms. Nyad. There was some general questions and discussion about the status of the event (non-profit), numbers of expected registrants, the applicable fee, insurance for the event. DC asked RM if he was comfortable with the overall proposal, of which he replied in the affirmative.

CS thought that a limit on the number of registrants might be in order and was concerned about approving the request without that caveat. After some additional discussion, DC moved and JK seconded to recommend approval of the "Everwalk" group use request contingent on the usual and customary fees. Specifically, this would be a \$5.00/registrant and a \$500 ½ day Area Fee.

Approved 5 Yes, 1 No (CS)

Committee Member Updates & Correspondence

Four emails were forwarded to the Committee dating back to May 1, 2017:

Email from James Schwartz to SM dated May 1, 2017 regarding signage in the area of the Portland Head Light.

- The concern was looked at during the May 18th site walk of the Committee

Email from Cooper Dragonette dated May 10, 2017 regarding parking for the Children's Garden.

- The Committee feels that the Overflow Parking Area is the most logical place for patrons to Park. A temporary barrier has been installed, but a more aesthetically pleasing one should be considered.

Email from Roger Rioux dated May 31, 2017 with an attached article that he placed into the May 24th issue of the Cape Courier regarding dogs on the Multi-Purpose Field.

- CS felt there was a menu of options to consider such as total ban to fencing the field off. The field is in the designated “off-leash” area and any change to the current limits would need Town Council approval. There was a general discussion about the “off-leash” area, short-term and long-term solutions and recommendation options that could be made to the Town Council. DC felt that the solution needed to be workable for all parties. MR thought that the Committee needed more information and that it should be included as a separate agenda item for the July meeting. Mr. Rioux reported that the T-Ball program has concluded for the year and that it worked well on the Multi-Purpose Field. He stated there is a significant safety issue by allowing dogs on the field and that there needs to be greater enforcement of leash laws in Park in general.

Email from Timothy Fitzpatrick dated June 12, 2017 regarding proliferation of poison ivy throughout the Park. RM stated that the area adjacent to the stone wall just up from Shore Road was treated multiple times with an organic pesticide last year with marginal results. It is planned to use a different product this summer that will be applied by the Parks Foreman in the high pedestrian traffic areas.

There was general discussion about following up with individuals who send emails to staff and/or the Committee. JW wanted to make sure a timely response is given to any proposed action that may be included on an agenda or action taken by staff and/or the Committee.

Follow Up Discussion on Observations/Action Items from May 18th Site Walk

There was a brief discussion about the site walk and some of the items that were noted. RM plans to address some of safety issues (former latrine structure at Battery Garesche) and the erosion out on the northerly shoreline of Ship Cove. He will also review the notes and bring back recommendations for the Committee to consider both in the short and long term.

Park & Project Update – Bob Malley

The perimeter fencing will be installed by Main Line Fence in the next 2-3 weeks.

Bids are out for another Cliff Walk Railing segment installation (150’). The bid opening is set for July 6th. High School (on June 11th) graduation went well and the Park is getting prepped by the staff for Family Fun Day (June 17th).

There were two film shoots in the Park that netted \$1,000.

The bronze plaque attached to a rock next to the former fire station was stolen last week. The incident was reported to the Police Department.

CS asked about traffic data that is being gathered on Shore Road near Ocean View Road. He wondered if that data could be shared with the Committee for future reference. RM stated that he saw no reason why it couldn’t be shared.

Other Business Not on the Agenda

DC reported that a reported 25% increase in cruise ship visits to Portland this season will generate more bus traffic in the Park, which was followed by a general discussion about vehicular and bus traffic in the Park.

CS asked about developing ideas for the FY 2019 budget process. RM stated that the Committee should start working on a budget proposal by September and have it completed by the November meeting.

MR asked the Committee if anyone had anything specific they wanted him to bring up at his meeting next Tuesday (6/20) with the Town Council Chair, the Town Manager and RM. Congestion, buses, financial structure and dogs will be a part of that discussion.

Emily Garvin suggested that a Committee such as the former Solid Waste & Recycling Long Range Planning Committee should be created to update the Master Plan when that is done again. It could be made up of a combination of elected officials, FWPC Committee members, FWPF members and citizens. This would free up the FWPC since they appear to be busy with park-related monthly business each month.

Citizen Opportunity for Public Comment of Items on the Agenda:

There were no citizens present.

The meeting was adjourned at 8:35PM

Respectfully Submitted,

Robert C. Malley

DRAFT