

**TOWN OF CAPE ELIZABETH
MEETING MINUTES**

MEETING: Spurwink School Reuse Committee
DATE: June 1, 2016
TIME: 8:00am
PLACE: Thomas Memorial Library conference room

Welcome/Roll Call **8:00am**

James Garvin, Chair

Members present:

James Garvin
Heather Altenburg
John Voltz
Caitlin Jordan

Members not present:

Jim Walsh

Town Representatives present:

Greg Marles, Director of Facilities and Transportation

New Business:

Review and approval of Minutes from May 25, 2016 (tabled)

Next Meeting dates:

June 15, 2016 8:00am at Thomas Memorial Library conference room

RFI Submission package review and acceptance

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Mr. Marles provided the committee with a Request for Information submission package for review and acceptance. The committee reviewed the language and points of submission with a few changes in wording to better meet the goals of the Committee.

Ms. Jordan made a motion to acceptance and publish the RFI with the indicated changes; this was seconded by Mr. Voltz and passed 4 to 0 in favor.

Public Comment:

No public comment

The meeting was adjourned at 9:01am with a motion from Ms. Jordan and was seconded by Ms. Altenburg and passed 4 to 0 in favor adjourn.

Respectfully Submitted

Gregory Marles, Director of Facilities and Transportation