

**TOWN OF CAPE ELIZABETH
MEETING MINUTES**

MEETING: Spurwink School Reuse Committee
DATE: September 14, 2016
TIME: 6:00pm
PLACE: Spurwink School

Welcome/Roll Call

6:02pm

James Garvin, Chair

Members present:

James Garvin
Jim Walsh
Heather Altenburg
John Voltz
Caitlin Jordan

Town Representatives present:

Greg Marles, Director of Facilities and Transportation

New Business:

Chair Garvin and Ms. Jordan gave the committee an update on the status of the deed encumbrances. The committee should move forward with their discussion and reporting to the Town Council as the deed encumbrances are in the hand of the Town's legal counsel.

Chair Garvin spoken on what the format of the report should look like as well as the timeline for the submission of the report to Town Council. Mr. Voltz discussed that the submission must have three (3) different options or areas to be addressed. The Cape Hub, Cape Elizabeth Historical Society and a no option recommendation if necessary discussed.

Next Meeting dates:

October 5, 2016 5:00pm @ Lower conference room, Town Hall

Public Comment:

Mr. John Holdridge addressed the committee that Cape Hub is the "new face" of libraries and referenced the new library programs at the schools as now learning commons. The Cape Hub program meets the deed encumbrances as a library and welcoming space. Their program has been created to link the schools and community together.

Mr. Jim Rowe stated that the school already has libraries and that Cape Elizabeth Historical Preservation Society can work with the schools more in the Spurwink School to expend their programming. The Spurwink School offers the ability of the Historical Society to expend into offering more programs to the public and schools. Mr. Rowe spoken on that the Town has an obligation to the Thomas Family to keep the Spurwink School as a library.

Public comment session closed.

Open deliberations:

The committee discussed that they have three options; Cape Hub, Cape Elizabeth Historical Preservation Society, or do nothing making no recommendation.

Mr. Walsh spoke on his belief that the Historical Society will cost the Town a large amount of money, projecting in the \$300,000 range based on his best guess estimate. Ms. Altenburg spoke on that the school would be spreading out the cost over several years as they would build the program over time. Mr. Voltz felt that the schools will have to make their “keep” but so will the Historical Society and that their programs will need to continue to grow in the future. Mr. Garvin was concerned about the ongoing operating costs. Mr. Holdridge stated that he did not create the funding calculations, but he sees the program growing and expanding well into the future and funding will meet the needs of the programming. The committee felt that any option will require a certain level of funding by the taxpayers of Cape Elizabeth. The concern was expressed that the committee was going in circles with the funding of these options and that they should look at different areas that need to be discussed.

Mr. Rowe spoke on that the Historical Society keeps the Town records, provides storage of Cape Elizabeth’s history and with the proper space they can expand exposition for the records and artifacts. Their current space does not provide enough space and they want to expand programming to better benefit the public and schools. Ms. Jordan believes that the Spurwink School is a great space for the Historical Society; thus creating a huge public benefit.

The committee discussed the benefit to the public for the main two options before them; it was felt that both options provided benefit to the public.

The discussion switched to the details of the report on how it should be presented and formatting of the report for the Town Council. Mr. Voltz requested examples of other committee reports to look at the format that was used. The committee discussed if the report should be broken in sections so each member could write on a given area to be combined into the final report. The other option was having an outline be created for the next meeting for the committee to use as a baseline.

Mr. Garvin suggested that he speak with the Council Chair and Town Manager for more details for the report. Should they make a single recommendation or several recommendations? Mr. Garvin will reach out to the Council Chair and Town Manager on Thursday, September 15, 2016 for more direction.

Mr. Voltz suggested that Mr. Garvin make a draft outline to present to the committee. Mr. Garvin will work with Mr. Marles to create the outline prior to the next meeting.

Ms. Jordan brought up that they may want to request an extension for delivering the report. Mr. Garvin felt that since the committee started late that the original deadline of September 2016 would have been extended. Mr. Garvin will discuss this issue with the Town Council Chair and the Town Manager during their meeting on September 15, 2016.

The committee discussed options for the next meeting schedule and location. It was decided that October 5, 2016 at 5:00pm to be either held in the Jordan conference room or the lower conference room at Town Hall.

A motion was made by Mr. Voltz and seconded by Ms. Altenburg to adjourn; the motion passed 5 to 0

Meeting closed at 8:02pm

Respectfully Submitted

Gregory Marles, Director of Facilities and Transportation