


## Memorandum

To: Cape Elizabeth Town Council  
From: Michael K. McGovern   
Re: Suggestions for reuse of the former Thomas Memorial Library  
Date: December 7, 2015

In early February 2016, the original Thomas Memorial Library building will be available for reuse as the new library is occupied.

A recent survey of citizens showed strong support (52%) for a new "public use" of the building as opposed to demolishing it (17%) or for renting it out to the private sector. (24%)

On October 22<sup>nd</sup>, I wrote to all municipal departments and to the school department to obtain suggestions for public reuses of the buildings. I also reached out to the Cape Elizabeth Historical Preservation Society. Further, there was publicity on this review in a number of the community newspapers.

Attached are the suggestions received in response to the outreach.

## Spurwink School Proposal from the Cape Elizabeth School Department

### C.A.P.E. HUB

A laboratory for teaching and learning  
An incubator for school and community collaborations  
A center for creativity

Housed at the historic Spurwink School, Cape Elizabeth School's HUB will support a dynamic and multifaceted set of programming designed to meet the needs of 21<sup>st</sup> century students, teachers, and members of the larger community. In all elements, a dedication to student leadership will be encouraged and supported with opportunities for learning explored and created whenever possible.

**Student Work and Collaboration Space-** Space will be used for K-12 classes to visit and work in the various studios as well as for high school students involved in the Student Driven Learning program to work independently or with community mentors and volunteers.

**Professional Development Center-** C.A.P.E. HUB will host professional development opportunities for Cape Elizabeth educators as well as educators from outside of town. The HUB will serve as a gathering point for teachers, teaching artists, and community members.

**Open Doors Summer Studio-** The name "Open Doors Studio" originated as the name for the creative literacy summer program Cape Elizabeth Schools instituted in the summer of 2014. With appropriate space in the school buildings at a minimum during summer months due to cleaning and construction, Open Door Summer Studios will now have a place to continue and expand summer offerings.

**Idea Incubator:** Bring your idea, we'll try to help it grow.

**Performance Space-** A small stage will allow the C.A.P.E. HUB to host open mic nights and afternoons for students, classes, and the larger community. The flexibility of the space will allow for readings, films, lectures, and music.

Over time, the district would seek to expand into the following areas:

**Gallery-** A professional quality gallery for presenting multi-genre works created by students, community members and visiting professional artists.

**Video and Audio Production Studio-** A video and audio production studio will allow students to produce content for classes and for consumption by the larger community through CE cable

TV and dedicated YouTube and internet radio stations. This studio will allow students to serve the school and greater community by producing content needed by various groups and organizations.

**Print and Image Publication Studio-** A print and image publication studio will allow students with interest in these fields to serve the school and larger community in the same way as those involved in the video and audio production studio.

**Living History Museum-** In collaboration with the CE Historical Society, students and community members will maintain a living history museum, a space dedicated to acknowledging the past, documenting the present, and making plans for the future.

**Resident Studio Space-** A dedicated private work space will be made available on a fixed term rotating basis for a resident artist/writer/designer/entrepreneur/etc who will be selected by a student board and will, in exchange for the space, collaborate with students and teachers on a variety of projects.



Michael McGovern <michael.mcgovern@capeelizabeth.org>

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## Fwd: Use of current library building

1 message

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**Matthew Sturgis** <matthew.sturgis@capeelizabeth.org>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Mon, Dec 7, 2015 at 1:16 PM

Hi Mike, I received this email from Elizabeth Carroll.

----- Forwarded message -----

From: **Elizabeth Carroll** <capeeliz@yahoo.com>  
Date: Sat, Dec 5, 2015 at 10:47 AM  
Subject: Use of current library building  
To: "matthew.sturgis@capeelizabeth.org" <matthew.sturgis@capeelizabeth.org>

A Senior Center would be a Very Good use for this building after ther new library is in use.

—  
Matthew E Sturgis, CMA  
Assessor  
Town of Cape Elizabeth



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**Office Space for CEEF**

9 messages

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**Cape Elizabeth Education Foundation** <info@ceef.us>  
To: michael.mcgovern@capeelizabeth.org

Thu, Jul 23, 2015 at 5:27 AM

Mike,  
As the new Executive Director for CEEF one of my initial goals is to begin to look at potential office space. I remember reading in the past several months that the Thomas Memorial Library will be turning over the Thomas building to the town once the renovation of the new library is completed. I think this building or a portion of the building would be ideal office space for CEEF. Does the town currently have a use in mind for the building?

I would like the opportunity to discuss the idea of CEEF renting this space from the town once the library is completed and the building is turned over to Cape Elizabeth. Having a building adjacent to Pond Cove and the Middle School would be ideal for us and hopefully something that would be beneficial to the town as well. Please let me know what availability you may have to discuss this in person.

I look forward to hearing from you at your earliest convenience.

Best regards,

Ellen Jordan

Ellen K. Jordan  
Executive Director  
Cape Elizabeth Education Foundation

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: Meredith Nadeau <mnadeau@capeelizabethschools.org>

Thu, Jul 23, 2015 at 7:46 AM

FYI  
(unreadable text)

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: Cape Elizabeth Education Foundation <info@ceef.us>  
Bcc: Kathy Ray <retbank@maine.rr.com>, Meredith Nadeau <mnadeau@capeelizabethschools.org>

Tue, Jul 28, 2015 at 11:13 AM

Dear Ellen,

Thank you for your interest in the Spurwink School building. In the next month or so we will be soliciting public input on how this building should be repurposed. I know the school department itself may have some interest in it.

I would be happy to meet with you but perhaps it might be a bit premature prior to more dialogue with the council, the public and the school department.

Nonetheless, if you would like to meet, I have quite a bit of availability throughout August.

Best regards,

Mike

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box 6260, 320 Ocean House Road  
Cape Elizabeth, ME 04107  
michael.mcgovern@capeelizabeth.org  
www.capeelizabeth.com  
Phone: 207-811-8718

(unreadable text)

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**Cape Elizabeth Education Foundation** <info@ceef.us>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Tue, Jul 28, 2015 at 11:17 AM

Dear Mike,

Thank you for the update on the Spurwink School building. I agree it sounds like a meeting at this point is premature. I would ask that you keep CEEF in mind for a potential space within the building to rent either from the town or the school district as you proceed.

I would appreciate it if you would keep me in the loop as you move forward.

Best,  
Ellen

Ellen K. Jordan

Cc: Meredith Nadeau

[Quoted text hidden]

[Quoted text hidden]

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**Cape Elizabeth Education Foundation** <info@ceef.us>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>  
Cc: Meredith Nadeau <mnadeau@capeelizabethschools.org>

Tue, Oct 27, 2015 at 12:35 PM

Hi Mike,

Some of CEEF's Executive Committee and I had the opportunity to walk through the space at the current Thomas Memorial Library. We really like the light and bright open upstairs and think about 400-500 square feet would be ideal for our purposes.

I appreciate you keeping me in the loop. Don't hesitate to contact me if you have any questions.

Best,

Ellen

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**From:** Michael McGovern [mailto:michael.mcgovern@capeelizabeth.org]  
**Sent:** Thursday, October 22, 2015 10:05 AM  
**To:** Cape Elizabeth Education Foundation  
**Cc:** Meredith Nadeau

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: Cape Elizabeth Education Foundation <info@ceef.us>  
Cc: Meredith Nadeau <mnadeau@capeelizabethschools.org>

Thu, Oct 29, 2015 at 8:35 AM

Dear Ellen,

Thank you. I will be providing to the town council in early December all of the expressions of interest,

Mike

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box #260, 320 Open House Road  
Cape Elizabeth, ME 04107  
michael.mcgovern@capeelizabeth.org  
www.capeelizabeth.com  
Phone: 207-613-0715

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Michael McGovern <michael.mcgovern@capeelizabeth.org>

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## Library Space usage

3 messages

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Suzi <suzipiker@gmail.com>

Wed, Dec 2, 2015 at 12:10 PM

To: michael.mcgovern@capeelizabeth.org, debra.lane@capeelizabeth.org

Dear Michael and Debra,

I recently met with John Holdridge, Volunteer and Extended Learning Opportunities Coordinator for the Cape Elizabeth School Department. During this conversation, John mentioned that the town generously asked for proposals for how a portion of the former-library-building might be used to serve the community.

As you get closer in your selection process, I write to ask that you consider exploring the possibility of using this space to build community through a youth media / storytelling hub where the community and the schools can connect. For instance, imagine students of all ages trained across mediums (photo, video, radio) to gather and tell local stories. Imagine exhibits that bring the town together and honor her stories.

As a faculty member at Maine Media Workshops and College, I'm inspired each session when my students work to gain to new storytelling skills that they can then take into their worlds and put to use. As a volunteer and fan of Portland's esteemed storytelling youth program The Telling Room, I'm constantly reminded that learning to tell stories (across mediums such as writing, radio, video, photography and multimedia) is incredibly empowering – especially to youth of all ages who crave expression. As Chief Storyteller for United Way of Greater Portland and former Portland Press Herald award-winning journalist, I'm committed to the power of telling stories and keenly aware of the career-building potential of such skills.

I believe that the community-building potential in granting this idea a proper home is nothing short of inspiring.

Thank you for your time.

Best,

Suzi Piker

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Michael McGovern <michael.mcgovern@capeelizabeth.org>

Wed, Dec 2, 2015 at 12:34 PM

To: Meredith Nadeau <mnadeau@capeelizabethschools.org>

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box 6260, 320 Ocean House Road  
Cape Elizabeth, ME 04107  
[michael.mcgovern@capeelizabeth.org](mailto:michael.mcgovern@capeelizabeth.org)  
[www.capeelizabeth.com](http://www.capeelizabeth.com)  
Phone: 207-619-6716

[Quoted text hidden]

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: Suzi <suzipiker@gmail.com>  
Cc: "debra.lane@capeelizabeth.org" <debra.lane@capeelizabeth.org>

Wed, Dec 2, 2015 at 4:58 PM

Dear Suzi

Thank you for this suggestion. I anticipate forwarding all recommendations to the town council in about a week.

Thanks again

Mike

[Quoted text hidden]

 Sent from Gmail Mobile





Michael McGovern <michael.mcgovern@capeelizabeth.org>

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## Former Spurwink School- Present Location of Thomas Memorial Library

18 messages

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>

Thu, Oct 22, 2015 at 9:05 AM

To: Benjamin McDougal <benjamin.mcdougal@capeelizabeth.org>, Bob Malley <Robert.malley@capeelizabeth.org>, Cathy Messmer <cmessmer@capeelizabethschools.org>, Debra Lane <debra.lane@capeelizabeth.org>, Greg Marles <gmarles@capeelizabethschools.org>, Jay Schema <jschema@thomas.lib.me.us>, Jeanne Gross <Ceph1@aol.com>, Matthew Sturgis <Matthew.Sturgis@capeelizabeth.org>, "Maureen O'Meara (Maureen O'Meara)" <maureen.omeara@capeelizabeth.org>, "Neil Williams (E-mail)" <Neil.williams@capeelizabeth.org>, Noel Harroff <nharroff@capeelizabethschools.org>, Peter Gleeson <peter.gleeson@capeelizabeth.org>, Meredith Nadeau <mnadeau@capeelizabethschools.org>  
Cc: "cetowncouncil@capeelizabeth.org" <cetowncouncil@capeelizabeth.org>, Wendy Derzawiec <wderz@maine.rr.com>

Dear Superintendent Nadeau and Town Department Heads:

In February 2016, the current library building will be available for a repurposed use.

A recent survey of citizens showed strong support (52%) for a new "public use" of the building as opposed to demolishing it (17%) or for renting it out to the private sector.(24%) There were also quite a few comments that some space there should be considered for the historical society.

In order for the council to consider any potential public uses, please respond in writing if your department has any need for space within the building , and if so, what your intended purpose would be.

If your department has no interest, please also respond so that we have that information for the record.

The space is available for all to look at during regular library hours.

Thank you very much.

Mike

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box 6260, 320 Ocean House Road  
Cape Elizabeth, ME 04107  
michael.mcgovern@capeelizabeth.org  
www.capeelizabeth.com  
Phone: 207-619-6716

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**Robert Malley** <robert.malley@capeelizabeth.org>

Thu, Oct 22, 2015 at 9:10 AM

To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

All set on my end, Mike. I see no public works-related need to use any space there.

Bob

[Quoted text hidden]

—  
Robert C. Malley  
Director of Public Works  
Town of Cape Elizabeth  
799-4151

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**Peter Gleeson** <peter.gleeson@capeelizabeth.org>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Thu, Oct 22, 2015 at 9:37 AM

Mike, the fire department does not have a need for space in the Spurwink School.

On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
[Quoted text hidden]

--  
**Peter Gleeson**  
Chief of Department  
Cape Elizabeth Fire Department  
2 Jordan Way  
Cape Elizabeth Maine 04107  
Office: (207) 767-7417  
Fax: (207) 767-0684

NOTICE: Please be advised that pursuant to Title 1 M.R.S.A. Section 402(3), a public record includes any written, printed or graphic matter or any mechanical or electronic data in the possession or custody of an agency or public official that has been received or prepared for use in connection with the transaction of public or governmental business and contains information relating to the transaction of said business; therefore, the public is advised that any correspondence, whether by traditional method or e-mail with town offices or town officials, with certain limited exceptions, is public record and is available for review by any interested party.

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**Jay Scherma** <jscherma@thomas.lib.me.us>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>, Greg Marles  
<gmarles@capeelizabethschools.org>

Thu, Oct 22, 2015 at 9:55 AM

Dear Mike & Greg-

We had discussed earlier the possibilities of departments selecting any surplus equipment left in the Spurwink Building followed by a public auction after we move into the renovated space.

Is this still a possibility? As the LBC has bought virtually an entirely new FF&E package, most of what we are currently using (shelves, tables, desks, chairs, etc) will be left. The only places we will still need to furnish from our old stock are the Storage/Mechanical Rooms. These will use some shelves and maybe one or two tables for work surfaces.

Greg and I will need to coordinate with Mike Packard a trip to the Construction Site to measure out these spaces when they are in their final form to see what shelving will fit for storage purposes.

Jay

On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
[Quoted text hidden]

—  
Jay Scherma, Director  
Thomas Memorial Library  
6 Scott Dyer Rd.  
Cape Elizabeth, ME 04107

**Harroff, Noel** <nharroff@capeelizabetschools.org>

Thu, Oct 22, 2015 at 9:58 AM

To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Cc: Benjamin McDougal <benjamin.mcdougal@capeelizabeth.org>, Bob Malley

<Robert.malley@capeelizabeth.org>, Cathy Messmer <cmessmer@capeelizabetschools.org>, Debra Lane

<debra.lane@capeelizabeth.org>, Greg Marles <gmarles@capeelizabetschools.org>, Jay Scherma

<jscherma@thomas.lib.me.us>, Jeanne Gross <Ceph1@aol.com>, Matthew Sturgis

<Matthew.Sturgis@capeelizabeth.org>, "Maureen O'Meara (Maureen O'Meara)"

<maureen.omeara@capeelizabeth.org>, "Neil Williams (E-mail)" <Neil.williams@capeelizabeth.org>, Peter Gleeson

<peter.gleeson@capeelizabeth.org>, Meredith Nadeau <mnadeau@capeelizabetschools.org>,

"cetowncouncil@capeelizabeth.org" <cetowncouncil@capeelizabeth.org>, Wendy Derzawiec

<wderz@maine.rr.com>

Good Morning Michael,

The Technology Department had a desire to utilize the space in PD, if the Historical Society is moved to the Spurwink School building.

We would very much appreciate this space for the following reasons:

- An Office for Jason and/or Noel to occupy
- Meeting space for the technology department
- Security for technology equipment
- Work area to repair equipment and receive new equipment for distribution
- A central location for the Technology Department, serving the town and school better.
- Saving the cost of creating a work area in the business office
- Return many of our abilities prior to having to vacate the basement area because of mold

Thank you for your consideration,

-Noel

On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:

[Quoted text hidden]

—  
**Noel Harroff, Technology Coordinator**  
**Cape Elizabeth School/Town**

320 Ocean House Road

Cape Elizabeth, ME 04107

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*Under Maine's Freedom of Access law, documents - including e-mail - about school district business are classified as public records and may be subject to disclosure.*

**Cape Schools Open Minds  
and Open Doors**

Community • Academics • Passion • Ethics

*Open Minds and Open Doors*

**Marles, Greg** <gmarles@capeelizabetschools.org>

To: Jay Scherma <jscherma@thomas.lib.me.us>

Thu, Oct 22, 2015 at 10:40 AM

Cc: Michael McGovern <michael.mcgovern@capeelizabeth.org>

I believe we offer the furniture to all department then we can auction it off. I would just send it to Keenan auction and let them handle it. They take 10% as a fee and we do not need to handle the coordination.

[Quoted text hidden]

—  
GREGORY MARLES, CPO, CPM, LEED-GA  
Director  
Cape Elizabeth Facilities and Transportation  
IPM Coordinator  
High School Track Coach  
Cape Elizabeth School Department  
Town of Cape Elizabeth  
PO Box 6287  
Cape Elizabeth, Maine 04107  
207-799-9574

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Neil Williams <neil.williams@capeelizabeth.org>

Thu, Oct 22, 2015 at 10:44 AM

To: "Harroff, Noel" <nharroff@capeelizabethschools.org>

Cc: Michael McGovern <michael.mcgovern@capeelizabeth.org>, Benjamin McDougal <benjamin.mcdougal@capeelizabeth.org>, Bob Malley <Robert.malley@capeelizabeth.org>, Cathy Messmer <cmessmer@capeelizabethschools.org>, Debra Lane <debra.lane@capeelizabeth.org>, Greg Marles <gmarles@capeelizabethschools.org>, Jay Scherma <jscherma@thomas.lib.me.us>, Jeanne Gross <Ceph1@aol.com>, Matthew Sturgis <Matthew.Sturgis@capeelizabeth.org>, "Maureen O'Meara (Maureen O'Meara)" <maureen.omeara@capeelizabeth.org>, Peter Gleeson <peter.gleeson@capeelizabeth.org>, Meredith Nadeau <mnadeau@capeelizabethschools.org>, "cetowncouncil@capeelizabeth.org" <cetowncouncil@capeelizabeth.org>, Wendy Derzawiec <wderz@maine.rr.com>

Mike,

I totally agree with Noel's email concerning utilization of the space left in the Police Station should the Historical Society move to the Spurwink School Building.

As you know that was a push I had when the space in the Police Department became available the first time.

Should this ever materialize I believe it would be a great fit for both Departments and it utilizes the space to it's fullest potential.

Respectfully,  
Neil

[Quoted text hidden]

—  
Chief Neil R. Williams  
Cape Elizabeth Police Dept.  
325 Ocean House Road  
Cape Elizabeth, ME 04107  
Tele: 207-767-3323  
Fax: 207-767-0661

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Marles, Greg <gmarles@capeelizabethschools.org>

Thu, Oct 22, 2015 at 10:49 AM

To: Neil Williams <neil.williams@capeelizabeth.org>

Cc: "Harroff, Noel" <nharroff@capeelizabethschools.org>, Michael McGovern <michael.mcgovern@capeelizabeth.org>, Benjamin McDougal <benjamin.mcdougal@capeelizabeth.org>, Bob Malley <Robert.malley@capeelizabeth.org>, Cathy Messmer <cmessmer@capeelizabethschools.org>, Debra Lane <debra.lane@capeelizabeth.org>, Jay Scherma <jscherma@thomas.lib.me.us>, Jeanne Gross <Ceph1@aol.com>, Matthew Sturgis <Matthew.Sturgis@capeelizabeth.org>, "Maureen O'Meara (Maureen O'Meara)" <maureen.omeara@capeelizabeth.org>, Peter Gleeson <peter.gleeson@capeelizabeth.org>, Meredith Nadeau <mnadeau@capeelizabethschools.org>, "cetowncouncil@capeelizabeth.org" <cetowncouncil@capeelizabeth.org>,

Wendy Derzawiec <wderz@maine.rr.com>

One would think based on the historical society needs it might be a good idea, we can do a fit-up for any use.

Greg

[Quoted text hidden]

—  
GREGORY MARLES, CPO, CPM, LEED-GA  
Director  
Cape Elizabeth Facilities and Transportation  
IPM Coordinator  
High School Track Coach  
Cape Elizabeth School Department  
Town of Cape Elizabeth  
PO Box 6267  
Cape Elizabeth, Maine 04107  
207-799-9574

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**Nadeau, Meredith** <mnadeau@capeelizabetschools.org>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Sun, Oct 25, 2015 at 11:00 AM

Hi Mike,

Is there a date by which you need these responses? There is definite interest on the part of the school department, but our admin. team would like to get together to flesh out our proposal more definitively.

Thanks,

Meredith

On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
[Quoted text hidden]

—  
Meredith Nadeau  
Superintendent of Schools  
Cape Elizabeth School District  
320 Ocean House Road  
Cape Elizabeth, ME 04107  
(207) 799-2217

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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: "Nadeau, Meredith" <mnadeau@capeelizabetschools.org>

Sun, Oct 25, 2015 at 11:02 AM

How much time do you need? I deliberately did not include a date thinking of the process you might need to have to answer the query.

Mike

Dear Michael,

I don't see the Spurwink School as a use for the town clerk/tax office.

Although we have challenges with absentee balloting at town hall during larger elections and we'll need to look at options for next November, I don't see the Spurwink School as an alternative for this purpose either.

Thank you.

Debra

On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
[Quoted text hidden]

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**Debra M. Lane**

Assistant Town Manager & Town Clerk  
320 Ocean House Road  
P.O. Box 6260  
Cape Elizabeth, ME 04107  
(207) 799-7665 Fax (207) 799-7141

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**Benjamin McDougal** <benjamin.mcdougal@capeelizabeth.org>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Fri, Nov 6, 2015 at 7:51 AM

Dear Mike,

The Code department has no interest in the Spurwink School space.

ACP departments are a little cramped for space up here, but it seems like other departments need the space more. It would be quite a move to put ACP in that building, not something I want to spearhead this year.

Regards,  
Ben

Benjamin McDougal  
Code Enforcement Officer  
Town of Cape Elizabeth  
320 Ocean House Road  
P.O. Box 6260  
Cape Elizabeth, ME 04107  
(207) 799-1619

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On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
[Quoted text hidden]

**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: Benjamin McDougal <benjamin.mcdougal@capeelizabeth.org>

Fri, Nov 6, 2015 at 8:06 AM

Thanks Ben

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box 6260, 320 Ocean House Road  
Cape Elizabeth, ME 04107  
michael.mcgovern@capeelizabeth.org  
www.capeelizabeth.com  
Phone: 207-819-6716

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**Messmer, Catherine** <cmessmer@capeelizabethschools.org>  
To: Michael McGovern <michael.mcgovern@capeelizabeth.org>

Tue, Nov 10, 2015 at 12:21 PM

Hi Mike,

I realized that I never sent you my response regarding my department's use of the current library building. My department does not need any space in the current library building.

Sorry it took so long and a nudge at a Department Head Meeting. I hope this counts as a written response.

Catherine Messmer  
Business Manager/Town Comptroller  
Cape Elizabeth School Department  
Town of Cape Elizabeth  
320 Ocean House Road  
Cape Elizabeth, ME 04107  
Phone: (207) 798-2217  
Fax: (207) 798-2914  
www.Cape.k12.me.us



On Thu, Oct 22, 2015 at 9:05 AM, Michael McGovern <michael.mcgovern@capeelizabeth.org> wrote:  
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**Michael McGovern** <michael.mcgovern@capeelizabeth.org>  
To: "Messmer, Catherine" <cmessmer@capeelizabethschools.org>

Tue, Nov 10, 2015 at 12:59 PM

Thank you.

Michael K. McGovern  
Town Manager  
Town of Cape Elizabeth, Maine  
PO Box 6260, 320 Ocean House Road