

**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

DRAFT