

**Town of Cape Elizabeth
Spurwink Church Study Committee
Meeting Minutes
August 15, 2005
7:00 p.m. Town Hall
William H. Jordan Conference Room**

Present Jane Beckwith
 Daniel Chase
 Carol Fritz
 Paul McKenney
 Darren McLellan
 R. Bruce Munger
 Millicent Vetterlein

Absent Elizabeth B. Peterson
 Ann R. Strout

Staff Debra Lane, Asst. Town Manager Ex-officio
 Ernie MacVane, Facilities Manager Ex-officio

The third meeting of the ad-hoc committee convened on Monday, August 15, 2005 at 7:10 p.m.

Approval of Minutes - July 18, 2005

Moved by P. McKenney and seconded by C. Fritz to approve the minutes as amended. A correction was made to the draft minutes to correct the references from **pipe** organ to **pump** organ.

Motion passed unanimously.

Review of Site Visit

At 2:00 pm today committee members gathered at The Spurwink Church for a site walk. Ernie MacVane led the tour through the inside of the church, vestibule, basement and outside.

By request of the committee, members of the Greater Portland Landmarks Advisory Service joined the tour. Greater Portland Landmarks is one of the organizations that the committee has requested advice regarding the conservation of the facility. A written report from Greater Portland Landmarks is expected prior to the next meeting.

Committee members agreed the site visit was beneficial in order to see, first hand the work that needs to be done.

Committee Discussion Points

In preparation for the next meeting, Ernie agreed to have completed an interior map of the main portion of the church, which will show any deviation or differential settling of the walls and floor.

Is it possible to move Route 77 away from the church? The reason to ask this question is to avoid damage to the church by vehicles running off the road, and further damage to the foundation. It is believed the Town has requested the road be moved in the past. *Debra will ask the Town Manager about the background of the request(s).*

Is it possible to move the utilities underground? This would provide an unobstructed view of the church for photographers and visitors. Committee members believe the utilities can be moved. Cost estimates would be needed to determine the feasibility. *Debra will ask the Town Manager if this request has been made in the past.*

In preparation for the winter months, the committee wants to make certain the building is secure from varmints and inclement weather. Ernie said he would secure the building before winter as best as he can. Damage did occur last winter in the vestibule ceiling from possible ice damage.

Timing – As the committee moves through this process the timing of the project is important. What is the best time of year to do the work? Will the work be done all at once or in phases? Will the church experience a time of closure during the regularly scheduled open season?

Scope of the Committee

After much discussion, the committee has agreed on priorities for the committee, which focuses on the rehabilitation/conservation of The Spurwink Church. Please note when more information is available, the priorities may change due to various factors including price.

1. Foundation stabilization
2. Drainage – direct drainage way from the structure
3. Rehabilitate the Vestibule – shore up or reconstruct
4. Steeple – Structural and visual
5. Exterior - finish carpentry and chimney
6. Interior – rehabilitation as needed

Foundation – At length, the committee discussed the foundation. The foundation is the structural base for the building and needs to be addressed. Depending on how the foundation is repaired there may be additional work to do. For example, if the building is lifted will there be plaster damage to the ceiling inside the church? Is it possible to add ductwork for the heating system if the building is lifted? Will the existing foundation be repaired or will a new type foundation be built?

Proposed Agenda for Next Meeting - Monday, September 19

Approval of Minutes from August 15

Review of Greater Portland Landmarks Advisory Service Report

Review of Report from Ernie MacVane -

Discussion of Informing the Public – At the appropriate time, the committee wants to provide the public with information and an update of the committee's progress. Darren and Debra have agreed to provide a draft submission that may be used for the first announcement to the public.

Adjournment

After hearing no further business, Co-Chairmen Munger and McLellan adjourned the meeting at 8:55 p.m.

Respectfully Submitted,
Debra Lane, Assistant Town Manager

Meeting Schedule

**Monday, October 17, 2005 7:00 p.m. William H. Jordan Conference Room at
Town Hall**