

**Town of Cape Elizabeth
Spurwink Church Study Committee
Meeting Minutes
January 18, 2006
7:00 p.m. Town Hall
William H. Jordan Conference Room**

Present Jane Beckwith
 Daniel Chase
 Carol Fritz
 Darren McLellan, Co-Chairman
 R. Bruce Munger, Co-Chairman
 Elizabeth B. Peterson

Absent Paul McKenney
 Ann R. Strout
 Ernie MacVane, Facilities Manager Ex-officio

Staff Debra Lane, Asst. Town Manager Ex-officio

The eighth meeting of the ad-hoc committee convened on Wednesday, January 18, 2006 at 7:10 p.m.

Approval of Minutes – December 19, 2005

Moved by C. Fritz and seconded by J. Beckwith to approve the minutes of the December 19, 2005 meeting as presented.
Motion passed unanimously.

Review of Priority List for Historic Preservation Review

Darren contacted the Maine Historic Preservation Commission's Review & Compliance/CLG Coordinator, Mike Johnson. Darren reported that if state or federal funds are used, review by the Commission is required. Also if the town has a local ordinance requiring review, the Commission will provide the review.

If private funds are used and the town doesn't have a review ordinance, the Commission has no controlling authority. However they are willing to review and make recommendations, which are non-binding.

There is no charge for reviews. Depending on the Commission's workload, reviews are generally completed within 3 to 4 weeks.

Although review may not be required, it remains the committee's priority to seek comments and recommendations from historical experts e.g. Maine Historic Preservation Commission and utilize best management practices.

It was agreed that fully documenting the process (in writing and pictures) is essential for historical purposes.

After much discussion the committee concluded it was unable to prioritize the list without further information and detail. Several members expressed the need for expert advice in assisting to further prioritize.

The following questions need to be answered in order to move the process forward:

Will Pinkham and Greer be providing the cost estimates? If so, what qualifications do they have in historical buildings?

Who will provide the expert advice in determining priorities and cost estimates?

At what point are the experts brought into the process?

Does the committee have the ability to consult with experts (e.g. historic architect), separately from the process to obtain cost estimates?

Brainstorming – Fund Raising

Due to time constraints, this item will be discussed at the next meeting.

Proposed Agenda for Next Meeting

Review of Priority List for Historic Preservation Review

Brainstorming – Fund Raising

Adjournment

After hearing no further business, the meeting was adjourned at 9:10 p.m.

Respectfully Submitted,
Debra M. Lane, Assistant Town Manager

Meeting Schedule –

Wednesday, February 15, 2006

Wednesday, March 15, 2006

