

**Town of Cape Elizabeth
Spurwink Church Study Committee
Meeting Minutes
February 15, 2006
7:00 p.m. Town Hall
William H. Jordan Conference Room**

Present Jane Beckwith
 Daniel Chase
 Carol Fritz
 Paul McKenney
 R. Bruce Munger, Co-Chairman
 Elizabeth B. Peterson
 Ann R. Strout

Absent Darren McLellan, Co-Chairman

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

 David Pinkham Pinkham & Greer
 John Leeke Preservation Consultant

The ninth meeting of the ad-hoc committee convened on Wednesday, February 15, 2006 at 7:05 p.m.

Approval of Minutes – January 18, 2006

Moved by D. Chase and Seconded by B. Munger to approve the minutes of the January 18, 2006 meeting as presented.

Motion passed unanimously.

Review of Priority List for Historic Preservation Review

David Pinkham and John Leeke joined the committee to discuss the priority list, in preparation for cost estimating and the final report. In an effort to provide professional assistance from an historical view, Pinkham & Greer contacted the Maine Historic Preservation Commission. John Leeke was on the list of resources from the Commission.

In preparation for the meeting Ernie met at the church with David Pinkham, John Leeke and Brian Duffy (Pinkham & Greer).

Mr. Leeke led the discussion on prioritizing goals and objectives. He also provided input regarding specific elements of the project.

The first question was whether the committee had reviewed the nomination form for the National Register of Historic Places. The answer was no. Mr. Leeke suggested the committee review the application, as there may be important historical information. Jane provided a copy, which will be distributed.

The next question was whether the committee has a goal and mission statement. The committee charge was read. In addition the committee made clear its intent to conserve the church as is, not to change the character. Mr. Leeke provided definitions commonly used in historical projects. He suggested different elements of the project might be assigned different definitions. "Conservation" may or may not be the appropriate term for the project. It may be the term for certain portions, not all.

Assigning definitions to the elements of the project will be helpful particularly for grant writing.

Definitions (*The definitions are taken from Practical Restoration Reports Compendium published by John Leeke's Historic HomeWorks 10/15/2005.*)

Preservation – "Actions taken to keep the form and extent of a building as it now exists." *A form of maintenance that focuses on historic or architectural character."*

Restoration – "Recovers the form and details of a building by removing later work and replacing missing original elements to make the building appear as it did at some particular time in the past. This includes authentic replication of historic features based on historical documentation and research."

Rehabilitation – "Returns a property to a state of utility by making possible an efficient contemporary use while preserving features which are significant to its historic, architectural and cultural values."

Maintenance – "Daily measure taken to clean, protect, repair or replace building parts and systems."

What is important to the committee and community as owners/custodians of the building?

Architecture

Practical Importance

Visual Character of the History

History

What is the planning horizon or life cycle?

Elements of the project should be assigned a time line. For example, the foundation may be addressed for 100 years, the clapboards for 20 years etc. Consider the maintenance and replacement schedule for the elements.

How important is the archeological resource of the project?

How will the town handle archeological findings? Is this an important element in the project?

Historic Resource – Is there a collection from the Spurwink Church?

Collections from the church should be considered as property of the church. Grants may be available for collections.

How to set priorities? (*The priority list is taken from Practical Restoration Reports Compendium published by John Leeke's Historic HomeWorks 10/15/2005.*)

Mr. Leeke stressed the need to prioritize projects in order to meet the goals. A suggested order of priority is as follows:

- ✓ Life Safety
- ✓ Structure Safety
- ✓ Weather Envelope
- ✓ Utilities
- ✓ Interior Finish
- ✓ Grounds

Before lowering the priority of a project, the following questions should be asked:

- 1) What additional deterioration will there be if the project is postponed or eliminated?
- 2) Will there be additional costs at a later time?
- 3) Are these costs and deterioration acceptable?

Mr. Leeke provided specific information to the following priorities of the committee.

Foundation Stabilization – First investigate the condition and construction. Test pits around the foundation help to determine the condition. The goal should be to regularize (consistent) the foundation around the entire perimeter. Don't change unless there are deficiencies. Repairs should be done with same material as there is now. If the goal is to maintain the current façade, the materials should be the same – mortar and rubble stone. The foundation itself doesn't have to be the same.

Siding – “Preservation in Place.” It is best practice to minimize the removal or moving of the clapboards. Repairs may be done as necessary, whether using authentic clapboards or reproduction. If clapboards have to be repainted, there is a specific recommendation for

the treatment and paint procedure. What is the primary façade? Is it a goal to concentrate on the front and Route 77 side of the church? Since all sides can be seen, is the goal to address all sides? Clapboards can be taken from one side to the other to match.

Gutters – Gutters may or may not be used. Is it important to keep the current façade including the gutters? Are they solely utilitarian? For instance, if the gutters protect 200-year-old clapboards, you may want to continue their use to extend the life of the clapboards.

Chimney – The chimney may or may not continue to stand. Is the chimney being used? If not, is it important to keep the current façade, or revert back to an earlier time when the chimney wasn't standing?

Insulation – Insulation should not be used on the outside walls. The building was built to carry out the air. Is moisture a concern? Moisture change is harmful to the plaster walls. To keep the facility dry and stable, installing a humidistat is a good idea. Bump up the temperature gradually at the beginning of winter, and slowly taper back in the spring. Is energy conservation a concern? Make certain the furnace is efficient. Negotiate a price with the energy supplier.

Windows – All the windows should be restored to their original function. Windows were installed to provide light and comfort to the facility. The original system used to open and close the windows should be used – authentic or reproduction.

Throughout the evening, Mr. Leeke used several phrases:

“Less Is More”

“Take Care of What You Have”

“What is Important About The Building – Past and Future?”

“Preservation In Place”

“Project Planning On An Old Building Is Give and Take”

The committee discussed Mr. Leeke preparing the priority list, based on the work already done by the committee. Debra and Ernie will further review the possibility. The hope is to have the list completed for the March meeting. The priority list will then be used to estimate the cost of the project.

Several committee members expressed an interest in Mr. Leeke's publication. It may be possible to obtain copies, then to be forwarded to the town council with the final report. Debra and Ernie will report back to the committee.

The committee thanked Mr. Leeke and Mr. Pinkham for attending the meeting. It was a productive and informative meeting.

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Proposed Agenda for Next Meeting

Wednesday, March 15, 2006 7:00 pm

Town Hall (William H. Jordan Conference Room)

Report on Priority List

Brainstorming Session – Fund Raising

Next Meeting – Committee members are asked to bring their calendars.

Adjournment

After hearing no further business the meeting was adjourned at 9:30 p.m.

Respectfully Submitted,
Debra M. Lane, Assistant Town Manager