
MEMORANDUM

TO: Cape Elizabeth Town Council, Jessica Sullivan – Chairman
Matthew Sturgis, Town Manager

FROM: Jamie Garvin, Chairman Spurwink School Reuse Committee

SUBJECT: Status update of Spurwink School Reuse Recommendation

DATE: March 12, 2018

CC: Caitlin Jordan, Spurwink School Reuse Committee
Heather Altenberg, Spurwink School Reuse Committee
John Voltz, Spurwink School Reuse Committee
Jim Walsh, Spurwink School Reuse Committee
Perry Schwarz, Director of Facilities and Transportation
Jim Rowe, Cape Elizabeth Historical Preservation Society

EXECUTIVE SUMMARY

The Spurwink School Reuse Committee, after evaluating several options, has reached a general consensus that locating the Cape Elizabeth Historical Preservation Society in the building is a viable and good use of the facility that would provide benefit to the community. What remain left unfinished at this point are a formal vote of the committee on this decision, as well as the publishing of a complete report of the committee's activity and rationale to support the decision.

BACKGROUND

The Spurwink School Reuse Committee was formed in the spring of 2016 to evaluate options and develop a recommendation for reuse for the vacant Spurwink School building, to be presented to the town council for consideration. The committee met regularly from May-December 2016. Following the departure of the former facilities and transportation director, along with several parties withdrawing their interest in the building, the committee's activity stagnated. With the appointment of a new facilities and transportation director in the summer of 2017, the committee held a couple of meetings to reactivate the review process, with the town council extending to the end of the year a deadline for the committee to render its recommendation. Obviously, that deadline has passed without the committee completing its work.

RECOMMENDED NEXT STEPS

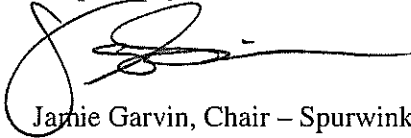
- If appropriate, vote to grant another short-term extension.
- Schedule committee meeting for the week of 3/26 to review draft of report.
- Submit recommendation to town council for review and potential action at its 4/9 meeting.
 - o Possible actions:
 - Vote to direct the town manager and director of facilities and transportation to work directly with the CEHPS to draft any updates to

the existing agreement between the town and the organization, or develop a new memorandum of understanding if necessary. Additional direction to the manager and director should include a request of returning to the council a more detailed cost estimate for necessary renovations and fit out of the building, along with a rough timeline for a potential move. This would include any agreement with CEHPS specifying any funding to be contributed by the organization.

- Alternatively, the council could consider voting to refer the report to a future workshop date for further review and discussion, or decline to take any action altogether.
- In either case, the committee and staff will also ensure that all appropriate meeting documentation (agenda, meeting minutes, etc.) are complete and available and accessible.

In closing, I offer my personal apology as chair of the committee that this process has been drawn out like this, and would like to express appreciation for the council's indulgence and the CEHPS's patience throughout. I am as anxious as anyone to bring this work to a conclusion, and sincerely hope that can be done in short order.

Respectfully submitted,



Jamie Garvin, Chair – Spurwink School Reuse Committee