

TOWN OF CAPE ELIZABETH MINUTES

MEETING: School Building Advisory Committee

DATE: Thursday, March 30, 2023

TIME: 6:30 P.M.

PLACE: Town Hall, Town Council Chambers

1. Welcome and Purpose of the meeting

2. School Building Advisory Committee Presentation to Owner's Representative Candidates

3. Introductions (name / title / firm only)

- The members of the Committee, staff, and all participants introduced themselves, their positions, and firms affiliated with.

4. Presentation: Project Background

- Chair Voltz delivered a presentation on the history of Cape Elizabeth Schools and the process that has brought us to this point.

5. RFP and Next Steps

- Chair Jordan provided an overview of the rfp process, the dates for submissions, questions, interviews, and anticipated decision dates.

6. Questions and Answers

- When the contract is established would we provide it in advance, and the insurance question, as to the level of coverage.
- Once the project passes at referendum, is the intent to continue through construction.
- Have there been any other referendums that have passed or not.
- Any interactions with the state on construction
- What will the meeting schedule be, would it be during the day, night, at the council level? It will be the committee, however occasional updates to school board and town council, and general public.
- Is there a set expectation of the time commitment of the owners project manager? Full time, part time, level of time needed? Most likely front end heavier, until construction.
- Any feedback on why the referendum did not pass? Cost, but also doing a survey to qualify that reason, or the reasons.
- Aiming for a 2024 referendum, what part of the year? To be determined, still trying to decide on June or November. Will be driven by the level of information and quality of information that can be provided to the public.
- Are we looking for a fee proposal post successful referendum, are we looking for the means for developing or what the fee will be.

Adjournment