

Topsham Community Center Committee
Minutes March 30th, 2026, Time: 5:15 PM

1. Call to order. Time: 5:17 p.m.

Members: Lynn Sirois, Alison Cary-Blais, Steve Kessler, Heather Rogers, Leslie Byrne, Kathy, Hunter

Staff: Pam LeDuc, Mark Waltz

Members absent: Kim Pride

Staff absent:

Guests present:

2. Invitation to guest present to introduce/ make comment to committee: None

3. Any changes to this agenda? No changes.

4. Any individual committee role updates to share?

- Lynn shared her discussion with Laura Retherford from Maine College of Art & Design who is working with Capital Campaign Pro for their development needs.
- Leslie informed us of the external communication from Kathi Yergin, Fair President, with questions regarding the right-of-way.
- Lynn and Kathy met with Cedric and Matt from Project Evident to discuss possible opportunities of working together.

5. Building Progress / RFP Update: (Mark W):

- Based on concerns expressed by fair members (see #6), the wording in the agreement with the Fair regarding the specific location of the right-of-way next to the football field was revised for more flexibility with the exact location TBD.

6. Fairgrounds Right-of-Way Questions: (Kathy):

- Fair members expressed concerns of the location of the right-of-way next to the football field based on the wording in the agreement between the Town and the Fair.

7. Final Report – Harriman & Associates (Pam):

- Pam has the report from Harriman and will be making any additional changes as needed.

8. Fundraising/ Capital Campaign Discussion (Team):

- There was discussion around feedback from Laura Retherford (Maine College of Art & Design), as well as possible benefits of potentially working with Project Evident.
- Project Evident will provide us with a memo of what they could provide for us and will send a proposal only after the committee reviews the memo and decides to move forward.

9. Review minutes of February 24th, 2026, Meeting: Approved without changes

10. Follow Up Action Steps:

- Pam to make changes to the Harriman report based on feedback from the team.
- Lynn to receive memo from Project Evident and distribute to the committee.
- Team to review Project Evident memo to determine if a proposal should be requested.
- Reminder to add names of potential fundraising volunteers to shared list

11. Confirmation of next meeting date/ time: Monday, April 27th, 2026 at 5:15pm (downstairs)

12. Meeting adjourned. Time: At 6:08 p.m., Lynn made a motion to move into executive session to discuss use and acquisition of property, which Kathy seconded.

The mission of the Community Center Committee is to understand the desires and needs of the Topsham Community to identify accessible, affordable, sustainable recreational solutions that will serve the multigenerational community and social connections among Topsham citizens.