

**Topsham Community Center Committee Minutes–
June 5, 2023. Time: 6:00 pm.**

1. A Call to Order

The meeting was called to order at 6 p.m.

Members present: Leslie Byrne, Ann Callahan, Steve Kessler, Pam LeDuc, and Lynn Sirois.

Members absent: Roger Nadeau, Mark Waltz, and Erika McKenney

Guests present (if any): None

2. Any changes to this agenda:

- Attendance Requirements
- Vote for TCCC Secretary
- Harriman Liasson
- Report by Erika on the Google Drive is postponed until the July meeting due to her absence.
- Update on available land owned by the Town of Topsham.

3. Minutes

- The January 23, 2023 minutes were approved as submitted.
- The March 27, 2023 minutes were approved as amended. The 1/23/23 minutes approval should have listed tabled until April 24th, 2023 (not May 8th). Add the next meeting will be on April 24, 2023.
- The May 8th, 2023 minutes were approved as submitted.

4. Election of Secretary

A motion was made and seconded to appoint Ann Callahan as the Secretary to the TCCC. The vote was unanimous. The secretary will send out the agenda and minutes during the week prior to the next TCCC meeting. Members shall confirm if they are able to attend the scheduled meeting.

5. Attendance Requirements for TCCC members.

A reminder will be sent to all members that participation in person is expected with the exception of attending via Zoom due to illness or being away on business. A copy of the Town of Topsham policy for committee meeting attendance will be sent to members.

6. Harriman Progress Reports and Next steps

On Friday June 2nd, 2023 William Gatchell suggested to postpone the TCCC Committee meeting because all TCCC members may not be in attendance on June 5th. Steve Kessler informed Mr. Gatchell that the TCCC meets whenever a quorum is present and informed Mr. Gatchell we will be proceeding with our planned meeting.

On Saturday June 3rd Mr. Gatchell responded and said that his team needed more time and he would provide an agenda/plan on Monday for Harriman's next steps moving forward. No correspondence was received. Ann Callahan attempted to call Mr. Gatchell during the June 5th meeting but there was no answer and no voice mail.

The Harriman "Overview of the Schedule" was reviewed from their presentation provided in March. The following deliverables were not in place. Evaluate Community needs (April/May), Assess Partnership opportunities (May/June), Public Outreach/Community Engagement April/May/June.

Leslie and Steve (as Co-chairs) will serve as the liaison to Harriman moving forward. Pam will continue to provide Town information to Harriman as needed since she serves as a staff representative for the Town of Topsham. Leslie and Steve will address the delay in communication.

7. Potential Land site for TCCC consideration

Pam discussed a potential land site which may be available (20 acres) which could potentially be used for a community center. Mark will provide details as they become available. MDOT inquiries are in process to pursue availability. Pam also informed the members that Six Rivers would like to partner with us.

8. New Member Update

Pam spoke with potential member Kim Pride. She is not able to join at this time but has asked that we hold onto her application for future consideration. At this time the membership position remains open. The vacancy is still posted on the Town website. Lynn agreed to work with Erika (Google docs manager) to assist in training future new TCCC members.

9. Action steps:

Leslie and Steve will contact Harriman.

10. Next Meeting

The next meeting will be held on July 10, 2023 at 6 p.m.

11. Meeting Adjournment

The meeting adjourned at 7:15 p.m.

Parking lot item(s):

Membership – vacant position on the TCCC.

Respectfully Submitted,

Ann Callahan
Secretary

Topsham Community Center Committee