

**Topsham Community Center Committee
Minutes– March 27, 2023. Time: 6:00 pm.**

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

Members present: Leslie Byrne, Ann Callahan, Steve Kessler, Pam LeDuc, Erika McKenney, Roger Nadeau, Lynn Sirois, and Mark Waltz.

Members absent: None

Guests present (if any): Harriman representatives Will Gatchell, Tom Emery, and Mark Lee were present.

2. Review minutes from the 01/23/23 and 01/30/23 meetings recorded by Steve Kessler on 1/23/23 and Ann Callahan on 1/30/23.
 - The minutes from the 1/30/23 meeting were approved as presented.
 - The approval of minutes from the 1/23/23 meeting was tabled until the April 24th meeting. The minutes were not available to approve.Lynn Sirois will record minutes today.
3. Any changes to this agenda? Add a report by Erika McKenney on the TCCC Google Drive.
4. Initial meeting with Harriman for Needs Assessment following the Board of Selectmen approval of funds of \$16,800 on February 16, 2023.
 - a. Team introductions were held
 - b. Overview of the schedule was presented from research and market analysis to evaluating community needs as well as a discussion about public outreach and community engagement.
 - c. Shared the Mission Statement of the TCCC with Harriman.
 - d. Harriman inquired how the TCCC members would measure success.
5. Action steps
 1. Add Ericka's Google Drive report to the May agenda.
 2. Approval of the January 23rd meeting added to the May agenda.
6. The next meeting will be held on April 24th.
7. The meeting adjourned at 6:40 p.m.

Parking lot:

- Membership – vacant position on the TCCC.

Respectfully Submitted,

Lynn Sirois