

Topsham Community Center Committee
Minutes November 25, 2024, Time: 5:15 PM

1. Call to order. Time: **5:15pm**

Members: Leslie Byrne, Lynn Sirois, Alison Cary-Blais, Kathy Hunter, Kim Pride, Heather Rogers

Staff: Pam LeDuc and Mark Waltz

Members absent: Steve Kessler

Guests present: Mark Lee and Thomas Emery (Harriman Associates)

2. Any changes to this agenda? No changes needed

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

3. **Review updates from Harriman (Mark Lee) –**

Update on Proposed Sites – Mark W. and Pam met with Fairgrounds board after last TCCC Meeting in October. Fairgrounds will take under advisement and then get back to us – Group will reconnect once new board is in place. Both locations previously discussed are still on the table.

Handout (draft) Topsham Community Center Needs assessment for Public Workshop -Draft Agenda
Walk thru draft workshop agenda

1. Welcome Introductions and why we are there
2. Community needs and Aspirations – Review of what we have already learned from the focus groups and surveys.
3. Group to break out into smaller groups and discuss what's most important to have in the community center itself and present back to larger group. (Chart paper will be in room for additional note taking.)
4. Site Context – high level of both locations, ask for feedback from group. What do they see as concerns – strengths and challenges of each location.
5. Visioning and Design inspiration – Comparing these ideas to other community center for ideas.
6. Design and concept mapping – work in small groups and arrange the squares into design elements and then small groups will present to the larger group.
7. And then closing remarks and next steps.

Workshop primarily conducted by Harriman with help from the Community Center Committee.
Open discussion regarding time frame. Tentatively scheduled 1/25/2025* Snow date 1/26/25 (Pam to follow up regarding availability of school location to host).

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.

TCCC Action Steps – How would we get the word out- Emails, Cryer, Postcards and signage out front. Need to have to Cryer by 20th of December. **Sub-Committee to help to design** – Alison and Heather to meet up with Pam to design postcard and invitation to attend Topsham Community Center assessment

4. **Community Center Visits and Tracking** (Pam, Lynn and Kim) – Kim and Lynn met to begin consolidating other community center locations – high level amenities and distance from Topsham. Created a spreadsheet with comparison details that will be able to add to as more visits completed. Kathy – gave review of some of the things she has noted at visits to local community centers – specifically noted that set up is important to visitor/ spectator. (i.e. How to get to basketball court/ pool area– and providing proper seating options for spectators should be factored into consideration.)

Group discussion – regarding holding off on additional Community Center visits until after Town Assessment meeting. Will look to schedule visits for February/ March time frame.

5. **Next Action Steps:**

Leslie –Noted a potential connection with Bath YMCA / Brunswick Landing – She will contact for potential meeting

Pam, Heather, Alison to meet regarding publicity and confirm Cryer submission

Pam and Mark W to follow up with Topsham Fair Board after new board finalized next month.

Pam to follow up with school to confirm Jan 25th for assessment and will send out email to group

6. Review minutes from the **October 28^h 2024**, Meeting:

- One spelling adjustment (Sewer on 4.1)

7. Confirmation of next meeting date/ time: **January 13th, 2025, 5:15pm**

8. Meeting adjourned. Time 6:28pm.

Parking Lot:

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