

Topsham Community Center Committee

Minutes April 7, 2025, Time: 5:15 PM

1. Call to order. Time: 5:16pm

Members: Steve Kessler, Lynn Sirois, Alison Cary-Blais, Kathy Hunter, Kim Pride, Heather Rogers

Staff: Pam LeDuc and Mark Waltz

Members absent: Leslie Byrne

Guests present: Robin Brooks, Topsham Resident

2. Invitation to guest present to introduce/ make comment to committee: Robin introduced herself as a resident and representing Comp Plan Committee.

3. Any changes to this agenda? Change to Item 3 because Mark L would not be attending – suggested to make this meeting a working session.

4. Updates from Harriman: Committee working session to discuss Option A and Option B from Harriman floor plans from last time. Pam assisted in drafting notes to send back to Mark Lee for updates

- Note from Steve: focus on how to make the best use of space – With multiple activities going on at the same time so is there opportunities to break some of spaces that are overlapping into separate. Should also be having further consideration on 2nd floor options
- Remove the 2nd pool. Would only do one pool with competition lane with zero entry (handicap) – Similar to Wiscasset
- Walking track- up above
- How to separate locker room area from pool vs gym. Also need to make sure we have a family room/ space
- Lobby large enough to gather and a snack bar. Next to snack bar would be kitchen. And kitchen would be next to wherever is the biggest banquet hall
- Kitchen as close to parking lot as possible.
- Remove maker space
- Meeting rooms / function room are a must in any phase one design
- Bathrooms separate from locker rooms (lobby or adjacent to meeting space)
- What would the cost be associated with adding a stage to one end of the function room
- Garage door on the gymnasium

5. Follow up Items – March Meeting

1. Funding Options spreadsheet:

- a. Pam updated to ensure all should be able to access

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- b. Lynn has done updates in the form
 - c. Request to team to look at form and provide feedback
 - d. A couple of potentials for grant writing
 - e. Need Set a date for a meeting with those interested in fundraising
2. Timeline/ Fact Sheet update
 - a. Alison to follow up with Pam regarding designing card
 - b. Rest of the Fact Sheet ready to go from last meeting

6. Committee Policy: Review and Feedback

- Town created for consistent communication regarding committee policy
- Attendance: To be a contributing member - needs to miss no more than 25% of meetings
- Attached to the policy is some role definitions
- Chairs are not expected to have conversations with members with concerns
- Is there a definition of excused vs unexcused

7. Review minutes from the March 3rd, 2025, Meeting (accepted)

8. Follow Up Action Steps

1. Review funding and provide feedback to committee members
2. Alison to connect with Pam on postcards/ fact sheet
3. Pam to submit notes from working session back to Mark Lee for updates
4. Plan a meeting for those interested in funding: **Scheduled 5/5/2025**

9. Confirmation of next meeting date/ time: May 7th, 2025, 5:15pm

10. Meeting adjourned. Time 6:46PM.

Parking Lot:

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