

MINUTES
COMMUNICATION COMMITTEE
Monday, November 14, 2022 - 4:00 pm

Item 1. Call to Order. J. Anderson called the meeting to order at 4:01 p.m.

Item 2. Roll Call. The following members were present:

Councilor April Sither Councilor John Anderson
Liam Gallagher, Assistant Town Manager
Allison Carrier, Communications & Community Engagement Coordinator

Item 3. Approval of September 8, 2022 meeting minutes. Motion by A. Sither, seconded by J. Anderson, to move approval of the September 8, 2022 meeting minutes as written.

2 Yeas.

Item 4. Communications Year in Review: Discuss what's going well and opportunities for improvement next year:

E- News Letter. The Committee discussed having an introduction to the new Town Councilor Shupe. The Committee discussed having the next Communication chair keep a spreadsheet to of what topics to be discussed and what Councilor will do it. At this point, J. Anderson opened the meeting up to public comment.

Debbie Gates, Black Point Road, stated that during the election, the library information on the website had a link you could click on for more information. When you clicked on it, they were asking for donations. She thought that was wrong.

Marin Gates, Black Point Road, stated he appreciated the innovation to the meeting. He stated the website should not of had the link.

Richard Hayes, stated that the Town should be neutral when providing information on the Elections.

Councilor Corner. The committee stated this was a success and hope to continue it. Going forward, they hoped more people will attend these.

New Website. A. Carrier gave an update. She stated that the search engine has been used less and the project page is being used a lot. The Committee discussed that items need to posted faster.

Item 5. Identify top 2-3 recommendations for new Communications Committee to further evaluate going forward. (This is a continuation of our discussion before where Allison and Liam brought some ideas). The Committee discussed having communication ambassadors and perhaps going door to door. They also discussed finding ways to get more people at the councilor corner. They discussed maybe having a Councilor do a little snippet of what's coming up. They also discussed emails the councilors receive and perhaps they could get input from other councilors on how to respond to them. L. Gallagher stated maybe an automatic email could be set up to tell the resident that we received the email and are working on replying to it.

Item 6. Select next Councilor Corner Live Topic(s) for December 22nd. The Committee discussed having a GMO update.

Item 7. Public comment. None.

Item 8. Future agenda items. TBD

Item 9. Adjournment. Motion by A. Sither, seconded by J. Anderson, to adjourn the meeting at 5:34 p.m.

2 Yeas.

Respectfully submitted,

Tracy Cole

Recording Secretary