

MINUTES
COMMUNICATIONS COMMITTEE
Wednesday, September 14, 2023 3:00 p.m.

Hybrid Meeting

Item 1. Call to Order. Meeting was called to order at 3:00pm.

Item 2. Roll Call. In attendance was Chair April Sither, Nick McGee, Jean Marie Caterina, Assistant Town Manager Liam Gallagher, Communications Coordinator Allison Carrier.

Item 3. Approval Minutes of July 13, 2023 as well as August 2, 2023. N. McGee moved motion to approve the minutes which J. Caterina Seconded.

Vote: 3 Yeas.

Item4. Discussion of authors and topics for upcoming Council Corner Articles. On 9/15/23 N. McGee agreed to write an article on Ordinance updates. On 10/1/23 A. Sither will write an article on the Community Survey update. On 10/15 John Cloutier will write a farewell article.

Item 5. Community Survey Review and Discussion. Discussion ensued with committee about fine tuning changes to be made. L. Gallagher will get a final draft ready tomorrow (09/15), get it to council. Once approved he will get in touch with Jason Morata.

Item 6. Public Comment. No Public Comment.

Item 7. Future Agenda Topics.

- How Council should respond to emails.
- Council Corner Articles

Item 8. Adjournment. Meeting adjourned at 3:49pm, Motion moved by J. Caterina, seconded by N. McGee.