

MINUTES
COMMUNICATIONS COMMITTEE
Wednesday February 14, 2024 4:00 p.m.

Hybrid Meeting

Item 1. Call to Order. Meeting was called to order at 4:02pm.

Item 2. Roll Call. In attendance was April Sither (Chair), Donald Cushing, Jon Anderson as well as Liam Gallagher (Asst. Town Manager) and Allison Carrier (Communications Manager).

Item 3. Approval minutes of February 14, 2024. J. Anderson moved a motion to approve the minutes which D. Cushing Seconded.

Item 4. Discussion of authors and topics for upcoming Council Corner Articles. D. Hamill will do March 1st, march 15th has yet to be assigned. J. Anderson will do April 15th.

Item 5. Recap on Council Corner Live. D. Cushing stated that he thought it was a positive outcome. J. Anderson stated that if they host another facilitated meeting they will need more time to prepare.

Item 6. Discussion on 2024 Committee Goals.

- Adopt a framework for strategic outreach.
- Increase Council visibility in the community (Videos, business cards, attending Kiwanis, Rotary Etc.)
- Creating a Communications Committee policy.

Item 7. Public Comment. No public.

Item 8. Future Agenda Items. None at this time.

Item 9. Adjournment. Meeting was adjourned at 3:59. Motion moved by D. Cushing, seconded by J. Anderson.

Vote: 3 Yeas.

Respectfully,

Katie Duross
Deputy Town Clerk