TOWN OF
SCARBOROUGH, MAINE

MINUTES
Communications Committee
Hybrid Meeting
Thursday, February 20, 2025—5:00pm

Item 1. Call to Order. Chair Donald Cushing called meeting to order at 5:00pm.

Item 2. Roll Call. In attendance was Chair Donald Cushing, Jon Anderson, Liam Gallagher (Asst Town Manager) and Allison Carrier (Director of Communications), Scott Doherty was absent.

Item 3. Public Comment. No Public Comment.

Item 4. Approval of Minutes: January 16, 2025. Motion by Committee Chair Donald Cushing, seconded by Councilor Jon Anderson, to move approval of the January 16, 2025 meeting minutes as written.

Vote: 2 Yeas. Motion Passes.

Item 5. Staff Updates: Discussion & Consideration. Allison carrier provided communication updates around Upcoming Areas of Focus, Future Projects and & Metrics. Conversation ensued among committee members.

Item 6. Councilor Corner Themes & Assignments. Committee has the next 3 articles assigned. Chair Cushing suggested that each council member write an article on the budget starting in April.

Item 7. Budget Communications. Committee had a discussion around how to send a message to tax payers that council has their best interest in mind especially during uncertain times when it come to the budget. Conversation ensued among committee members.

Item 8. Public Outreach Plan & Assignments. Chair Cushing suggested creating a directory of people in town who have influence and would be able to get councils message out. Committee discussed how to do outreach on councils' behalf whether it be a public forum, town hall meeting or a presentation with a small group. Discussion ensued among committee members.

Item 9. Future Agenda Items. To be determined.

Item 10. Adjourn. Motion by Chair Cushing, seconded by Jon Anderson, to move approval to adjourn the regular meeting of the Scarborough Communications Committee. Meeting adjourned at 5:59pm.

Vote: 2 Yeas.

Respectfully submitted,

Katie Duross [transcribed via video]

Deputy Town Clerk