

MINUTES
COMMUNICATION COMMITTEE

Thursday, June 14, 2018

5:30 p.m.
Chamber B

Item 1. Call to Order. J.M. Caterina called the meeting to order at 5:28 p.m.

Item 2. Attendance. The following members were present:

Jean Marie Caterina

Katy Foley

Larissa Crocket, Assistant Town Manger

Shawn Babine

Thomas Hall, Town Manager

Item 3. Approval of the April 4, 2018 meeting. Motion by S. Babine, seconded by K. Foley, to move approval of the April 4, 2018 meeting minutes as written.

Vote: 3 Yeas.

Item 4. Review draft/updated Communications Policy and adopt. After a brief discussion, the Committee agreed the mission statement was acceptable and ready to move onto Council.

Motion by S. Babine, seconded by K. Foley, to talk to Chairman Donovan about putting on the Agenda in July for Town Council.

Vote: 3 Yeas.

Item 5. Discuss/ review activities to date.

a. Budget Forums. The Committee all agreed that the Budget Forums were a good idea and that they should continue with them.

b. Facebook and E-mail newsletter. L. Crockett gave an update as to how many followers the Town has on Facebook. K. Foley stated that maybe having some kind of raffle to get more followers.

c. Council participation in Memorial Day Parade and Veteran's Home Ceremony. J.M. Caterina stated she got a lot of positive feedback from being in the parade. S. Babine stated the Councilors should be in the parade every year.

d. Council table at elections. The Committee agreed that they should keep having tables at the Elections as residents stop and talk to them.

Item 6. New Business – Activities in summer

a. Summerfest presence. The Committee agreed having a presence at Summerfest was a good idea and tried to come up with ways to engage the public.

b. Cable TV/ Citizens Academy. S. Babine stated the Cable Committee will need to review the Ordinance as it's outdated and needs updating.

Item 7. Public input- 3 minutes per person on current agenda items only. No public comments.

The Committee briefly discussed the Community Relations handout (Exhibit 1).

Item 8. Adjournment. Motion by S. Babine, seconded by K. Foley, to adjourn the meeting at 6:15 p.m.

Vote: 3 Yeas.

Respectfully submitted;

Tracy Cole
Deputy Town Clerk

Community Relations

- Build trust with constituents
- Communicate more effectively with Public, including more real dialogue
- Help Public offer their input in respectful ways
- Involve & engage community more in budget and other issues so there is greater understanding of how \$ is spent and the value of services
- Find a collaborative way to develop and gain support for the budget

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