

Town Website Committee Meeting  
Tuesday, March 7, 2023  
VIA ZOOM

Members present: Kathryn Boughton, Susan Caughman, Sue Frisch, Deborah Nelson, Avice Meehan

Alternates present: Elizabeth Borden, Jim Jasper

Also present: Matt Riska, LaRita Freedman

**Call to order** -The meeting was called to order at 5:01 p.m.

**Approve minutes** - Susan Caughman made a motion to approve the minutes of February 7. Kathryn Boughton seconded the motion.

**Comments by First Selectman, Matt Riska** - Matt has been contacted by people who are concerned about material printed on the website that contains opinion and information about the Planning & Zoning hearing on the dog park and gas spill meeting. Discussion was held regarding what information gets posted and how information is interpreted and shared.

**Photo Contest** - 125 entries received so far.

**Newsletter** - Statistics sent by Kathryn show plateau in subscribers. New template has been budgeted for and Susan Caughman has contacted Eve Gilman to create the new template.

**Public Hearing Documents** - Posting Public Hearings is a valuable resource to town residents. Supporting documents could be attached to the meeting agenda.

**State of the Website** - Susan Caughman shared a traffic report. Users grew 16% this month. Page views increased and time to load decreased.

**Advisor comments** - LaRita Freedman applauded efforts of the website committee. She suggested that the notices on any website regarding hearings should be linked to applicable regulations.

**Public comments** - none.

**Adjournment** - The meeting was adjourned at 6:01 p.m.

Respectfully submitted,

Deborah M. Nelson  
Secretary