

Communications Committee on Zoom
Minutes – January 27, 2022

Attendees:

Dave Thomas

David Basch

Tobe Carey

Daniel Hopping

Jana Martin – Town Board liason

Lynne Bailey – Member of Public

Discussed new town website contract which has been signed.

Need for person to work with CivicPlus on website needs and priorities.

Melinda McKnight has previously agreed to be point person to get started.

Bill McKnight has been the contact with CivicPlus from the committee.

Need to prioritize content and design.

Discussion on need for personnel to manage technical aspects and hosting on Zoom for meetings.

Discussion on need for personnel to manage website and social media/town communications.

Strong recommendation to the Town Board to prepare for part or full time personnel as needed to handle these communications tasks.

Daniel will ask N. Paltz and Saugerties how they manage their zoom and streaming meetings.

Tobe will survey other area towns on how they handle this.

Discussion on need for indicator lights when the A/V system is on at Town Hall and WHFD entrances to let people know they will be on video and audio.

Discussed need for RFP for A/V for the two rooms. Discussed court issues and use of portable equipment. Awaiting proposals from two vendors to help guide our RFP process.

Tobe Carey