

Present: Chairman Fred Steinberg and members Paul Vlach, Willa Jarnagin and Leslie Bracebridge.

Meeting opened at 7:14 PM.

1. Discussion concerning converting the website to a “Drupal” Content Management System (CMS):
 - Then town officials could make changes to their own pages.
 - Willa will look into a Google search bar.
 - Set up time would take several weeks from both Fred and Willa.
 - Fred and Willa will explore Drupal and make the changes if it is compatible.
 - Request feedback on current site: Paul and Willa will draft a document for the June town-wide paper mailing.
2. Based on a request from a non-town entity we reviewed the website calendar content and will keep the calendar for town events only consistent with the overall website policy.
3. The Recycling and Solid Waste Committee has collected about 50 new email addresses for the Web Committee subscribed announcement list at the trash bag distribution events based on a form that Paul posted. Paul will follow up with other methods of reaching out to get addresses possibly including:
 - Roadside “Burma shave” signs?
 - Sign-up sheets will be made available at Bulky Waste Day.
 - Notices will be added to the school newsletter.

These minutes were approved unanimously at the end of the meeting.

Adjourned at 8:26 PM.

Respectfully submitted,

Leslie Bracebridge