

COMMUNICATIONS COMMITTEE
MEETING AGENDA
July 22 2022 - 9:30 AM
Hopkinton Town Hall, 1 Town House Road, Hopkinton, RI 02833

HYBRID MEETING BEING HELD IN PERSON AND REMOTE (HYBRID)

To attend the meeting remotely, please connect in by 9:30 AM. Participants will not be able to connect before the host begins the session, anyone trying to connect who are unable to do so should try again after 9:30 AM.

You are invited to a Zoom Webinar

When: July 22, 2022 09:30 AM Eastern Time (US and Canada)

Topic: Communications Committee - July 22, 2022 9:30 AM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84007697035?pwd=WC9zU25SYmEzSTlOdlg4NjREZS9hUT09>

Webinar ID: 840 0769 7035

Passcode: 370483

Telephone Number: 1-312-626-6799

To 'Raise your hand' in Zoom:

By Computer:

Click "raise hand" from the Zoom menu bar and wait for the meeting host to ask you to unmute. Once asked to unmute, press "unmute" to unmute and speak.

By Phone:

Dial *9 to "raise your hand" and wait for the meeting host to ask you to unmute. Once asked to unmute, dial *6 to unmute and speak.

"Please remember when making a public comment to state your name and address before speaking."

9:30 AM Call to Order – Moment of Silence and Salute to the Flag.

Approval of June 30, 2022 Meeting Minutes

Report: Meeting with Town Manager Brian Russo – Sara and Etta

Report: Status of the Website redesign - Bob

Public Comment.

Discuss and possibly vote on creating an update with preliminary recommendations to the Town Council for their August 1 meeting.

Discuss and possibly vote on recommending the Civic Ready and Civic Plus software company to add to the August 1 update to Town Council. This is software under consideration by IT Director and Town Manager.

Discuss and possibly vote on email newsletter formats to add to the August 1 update to Town Council.

What would a town newsletter look like?

Discuss and possibly vote on option/s for initiating a town email list to add to the August 1 update to Town Council. How and when to offer residents a chance to opt-in?

Discuss and possibly vote on having the Director of Public Welfare connected to the communication system to add to the August 1 update to Town Council.

Discuss and possibly vote on recommending a point person dedicated to developing a central communication system to add to the August 1 update to Town Council.

Discuss and possibly vote on having this committee play a long-term role in building, executing, and monitoring a central communication system to add to the August 1 update to Town Council.

Future agenda items.

Adjournment.

If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation by any person, please contact the Town Clerk's Office at 377-7777 (V) or 377-7773 (TDD) at least two (2) business days prior to the meeting.

Posted: July 15, 2022 - Town Hall, Hopkinton Post Office, RI Secretary of State website.