



OFFICE OF THE BOARD OF SELECTMEN

Wayne Miller, *Chairman*

Veronica Kell, *Clerk*

James M. Kreidler, Jr.

Town Administrator

MINUTES

SELECTMEN'S MEETING AGENDA FOR OCTOBER 19, 2020 AT 3:00 P.M.

SELECTMEN CHAMBERS

272 MAIN STREET

TOWNSEND, MA 01469

IN ATTENDANCE-

WAYNE MILLER, CHAIR

VERONICA KELL, CLERK

JIM KREIDLER, TOWN ADMINISTRATOR

I. PRELIMINARIES - VOTES MAY BE TAKEN:

- 1.1 Call the meeting to order and roll call.

WM called the meeting to order. VK present, WM present.

II. WORK SESSION - VOTES MAY BE TAKEN:

- 2.1 Discussion re: Town Website and Alternatives for Improvement

WM- any revised site must be mobile ready in addition to standard view. Next we need to determine what exactly we want on the home page.

VK- Good examples are Stoughton and Westford and both are CivicPlus sites.

VK- Quote from CivicPlus for \$6,000 to redesign and deploy new site and \$2,500 to host annually.

Q-Send was \$30,000+ and \$4,500 to host annually.

WM and VK- Q-Send is out of the question.

VK- Need to set timeline for the website project.

WM- need to get the \$6,000 quote broken out. Does the \$2400 annual fee include training?

JK- CARES Act funds can be used to perform the task.

JK- Will cover procurement process.

VK- Covid Relief (CvRF) Round 2 requires all funds must be expended/work completed by December 30, 2020.

JK- Department Heads to have their pages content updated and/or redesigned to their new wishes by November 20, 2020 to enable the chosen vendor to finalize the site by December 30, 2020.

WM and VK- Both prefer the Stoughton design.

Motion VK, Second WM- Adjourn. Vote Unanimous.

III. ADJOURNMENT:

Voted to approve the meeting minutes for the meeting of October 19, 2020 by the Board of Selectmen this 23rd day of November, 2020.