

Minutes  
Charlton Public Safety Building Capital Campaign Steering Meeting via Zoom  
Friday, June 5, 2020

Meeting called to order at 3:02 pm.

Members in attendance were Noreen Johnson Smith, Steve Coleman, Karen Spiewak, Allison Jenkins, Monique Lemaire, Lois Sugrue and Finance Committee Liaison John Grondalski.

Video was approved with minor edits. Edits included: Define ALS; insert a few more pictures (one of squeegeeing floor of fire station 2); chain of custody in police department; clarify fentanyl.

Steve will contact videographer today regarding edits. Anticipate edits will be complete by Monday, June 8, 2020.

There was discussion regarding renaming and/or embedding YouTube video for the web page, social media sites and the virtual trifold pamphlet.

Karen asked the Co-chairs to provide an update regarding the roll-out of public awareness campaign at the next Board of Selectmen's meeting on Tues., June 9<sup>th</sup>. They can show the video, describe the pamphlet and talk about the FB profile frame available designed by volunteer Gabriella Grondalski. They will also announce plans for outreach which will start with a public forum for the general public (via Zoom). Folks will be encouraged to check out the web page prior to participating as many of their questions may be answered there under the Frequently Asked Questions (FAQs) Section.

John reported that the Facebook profile frame was approved by Facebook.

Karen will contact Jeff in IT to make edits to the Donor's page on the town website.

Zoom Meeting was adjourned at 3:35pm.