

**Town of Durham Minutes and Agendas
Telecommunications Minutes for 2009-11-23
Telecommunications Committee
Durham Town Office 7:00 pm
November 23, 2009**

Geoff Leighton called the meeting to order at 7:00 pm.

This meeting was recorded on DVD and filed with the Town Office.

Members present: Chris Koenig, Geoff Leighton, Milton Simon and William St. Michel.

Officials: Norman Newell Selectmen

Secretary: Deborah Larrabee

G. Leighton asked what is important on the Website.

Warren Hatch has some items he would like on the web page.

Who is the Website for? Out of Town people/businesses-Citizens of Durham

What information needs to be on the Website?

Persons able to research properties, what does Durham have, school, etc.

Update the graphics

The School and Fire Department have their own Websites and are linked to the town website.

Debra James and Robert Becker are done doing the Durham website on January 1, 2010.

Wild Pages still hosts the website and trouble shoots problems.

Currently the Durham Website is very user friendly.

The Website features: See PDF Pages attached.

1. Home
2. Town Hall
3. Durham Life
4. Schools(separate link) Fire Dept. (separate link)
5. Calendar: Meeting and Events
6. Announcements: Coming Events/Community announcements/Safety info.
7. Minutes and Agendas: Durham Boards and Committees
8. Maps; Durham
9. Links: Fire/Rescue and School
10. Contact: Town Office Contact including E-mail.

11. Newsletter: By the Month

12. Search: Look up information

Suggest that maybe School could do a project about Durham for the website.

Geoff would like have members submit names of companies that do Websites.

Milton Simon recommended Frank Hilton

Geoff suggested Encompass contact Candice.

He will also ask Wild Pages again.

The Website host should be familiar with Towns.

A suggested budget is set at \$6,000.00

The next meeting is set for December 14th at 7:00 pm at the Town Office.

The committee will be hearing presentations from web hosts.

Geoff will send out packages to the companies submitted by members.

Geoff will talk with Joe and have him do an outline of work to be done. He will talk with him about finishing the Eureka Center. Geoff will give Warren the ok for that Eureka project.

Fire Department website money is non-lapsing. \$320.00 a year.

W. St. Michel asked if the Telecommunications Franchise money can be spent on something else. Geoff stated yes however the Selectmen have always supported the budget of the Telecommunications Committee. The money has always been used to enhance communications within the town.

RSU #5 School equipment. A new IMAC Computer has been bought for the Durham School. Geoff will find out about ownership. The preference is to have Durham own the computer and that the Computer stay in the Durham School.

Freeport Channel: Selectmen are writing a letter to Comcast to change Town Channel from 3 to 14. The Selectmen are waiting for an answer.

Also rules and regulations need to be set for the Town Channel and Website.

Deborah Larrabee, Secretary

Next Meeting December 14, 2009