



**Winchester Communications Study Committee Approved Minutes  
September 14, 2022 via Zoom**

Committee Chair Lance Grenzeback called the meeting to order at 12 noon. Present: Casey Bauer, Lance Grenzeback, Jennifer Haefeli, Tara M. Hughes, Constance McGrane, Shukong Ou, Carol Savage, Betsy Wall, Joyce Westner, Roger Wilson. Ex-officio: Town Clerk MaryEllen Lannon, Town Comptroller Stacie Ward. Absent: Dorothy Simboli.

Also absent: Ex-officio Public Schools Superintendent Frank Hackett, Public Schools Operations Manager Andrew M. Marron, Acting Town Manager Beth Rudolph.

A motion was made and unanimously approved to accept the minutes of the previous meeting with changes.

Phase II Work Plan: The committee reviewed the second draft of the working notes prepared by Lance and Carol, and discussed what to present at fall town meeting. Jen suggested acknowledging that town staff is already starting to implement several of the ideas. She also suggested some kind of rank ordering of the suggestions, including prioritizing hiring of a communications director. Other committee members proposed which items to prioritize. Lance and Carol will send out another version of the working notes based on these suggested changes. MaryEllen Lannon commended the committee, offered ideas, and said that the town needs an entire IT department.

Once next draft is approved/amended, it can be presented to the public for comments on Oct. 6.

Warrant article was discussed. Tara is working on a slide presentation for our next meeting.

A motion was made, seconded and unanimously approved to edit the working notes document and circulate it for comments.

Next meeting is Wednesday, Sept. 21 at noon. The meeting adjourned at 1:45 p.m.

Respectfully submitted,  
Joyce Westner, Recording Secretary