**NORTH YARMOUTH COMMUNICATIONS ADVISORY COMMITTEE**

**November 3, 2016**

**Minutes**

**Attending:** Rob Wood (Chair), Darla Hamlin, Katie Murphy, Kathy Whittier (Secretary)

Minutes of 10/5/16 meeting: Motion to approve as printed. Katie/Darla. VOTED.

Cable Franchise: Rosemary sent out the information on hiring a contractor for negotiations. Cost: $10,000.

Website: Rolling out is still underway. Cumberland and North Yarmouth are both working on streamlining the website and getting rid of glitches.

Comprehensive Plan Survey: The committee is still trying to get the maximum number of people to complete this. There will be a table set up at the election. The CAC will get involved after the results are available. The question will be How do we publicize the results? RFTH, Facebook, Forecaster. Who synthesizes the results? How will the results be used? Meetings? Should this be in the next newsletter within the next three months? Grace Lovell is the chair of the committee; there are still two vacancies on the committee.

Welcome Committee: Holly Day has expressed an interest in this. Rob asked four other people if they might also be interested, but heard from three with no answers. What would new people need or appreciate? Each member of the committee should find two new people and ask them for our next meeting. This is also a natural for the business committee.

Gateway Signs: Katie looked online and printed out samples (pictures in hard copy of minutes). #3 and #5 are vertical; #4 simple, direct, and easy to read. #8 and #9 welcome careful drivers; #6 is higher for better visibility. Maintenance issues also need to be checked out for space and materials. #6 is rather unique, perhaps with rounded or shaped. We also need to look at construction materials, perhaps something newer, good looking that always looks fresh. EDSC has talked about signage and branding, including an announcement sign of some kind. Possible locations: Town line at Route 231, Hallowell Road, Route 115 (both ends), North Road Yarmouth, Route 9 Cumberland, Sligo Road, Mountfort Road, Royal Road. Verbiage: “Welcome to North Yarmouth” with Start Here logo. Katie will make up some possibilities for the next meeting.

Communication Challenges (Darla): Darla spoke with a school board member about the difficulty of getting information to the community. Maybe we should/could sponsor a forum to discuss these issues with a lot of other committees with the same issue. Possibility: Community potlucks at regular intervals or for regular purposes. CAC could coordinate/pursue this.

Next meeting: Thursday, December 1, 5:30-700 pm. Location tbd depending on town schedules.