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**CONNECTICUT RIVER GATEWAY COMMISSION**  
**Community Relations and Public Outreach**  
**Committee MINUTES**  
DATE: September 21, 2023

Present: Greg Futoma, Chair; Kathleen Perzanowski, Judy Preston; Jerry Roberts, Suzanne Thompson, Melvin Woody  
Call to Order – Chair called the meeting to order at 4:36 pm

- 1) Fairs and Events
  - a) Staffing issues and presentation materials for Commission participation in various gatherings were discussed. Future activity may include a trip on the Essex Steam Train and participation at the Eightmile RiverFest in Lyme in October 2023. Commission members will also speak at the Connecticut River Museum in December 2023.
- 2) Website and Social Media
  - a) A discussion was held on the possible addition of topographical detail to the Commission website map, and whether such data might be obtainable at a reasonable cost. Attendees also discussed the issues involved in maintaining an active social media presence.
- 3) Other Communications Issue
  - a) An inquiry was made regarding whether the Commission might provide information on its work for inclusion in a packet from the town tax collector to new residents of Haddam. A basic brochure outlining Commission advice on regulations in layman's terms was discussed. The publication might also serve as an informative handout at various events. Judy Preston and Jerry Roberts volunteered to create a draft, working with the Commission's marketing assistant who would contribute to its graphic design.
  - b) Submissions to municipal annual reports and "Events" magazines were written for various member towns.

**MOTION: to adjourn the meeting at 5:34 pm. Motion made by: Judy Preston. Seconded by: Jerry Roberts In Favor: All. Opposed: None. Abstained: None. Motion passed: 6-0-0.**