



## COMMITTEE ON COMMITTEES

August 16, 2016  
Conference Room C

### 1. CALL TO ORDER

The meeting was called to order by Peter Kochenburger, Chair of the Committee, at 6:16 pm

Present: Peter Kochenburger, Mark Sargent, Ben Shaiken

### 2. OPPORTUNITY FOR PUBLIC COMMENTS

No comments offered.

### 3. APPROVAL OF MINUTES

Mr. Sargent moved and Mr. Shaiken seconded to approve the minutes of the July 19, 2016 meeting as presented. Motion passed by all.

### 4. VACANCY AND APPOINTMENTS

Committee members discussed various vacancies and approved the visit of two potential candidates at the September meeting. The Clerk will extend the invitation to those candidates.

Members made an addition to the press release advertising committee openings composed by the Town Clerk, "Most committees meet on average once per month." Members also approved the distribution of the press release through regular outlets as well as via social media where appropriate including the Town website and Q-notify.

Committee members also discussed the possibility of putting together a welcome packet for new residents in the area.

The next Committee on Committees meeting will be on Tuesday, September 13 at 6:00 pm. This is a change from the regular schedule.

### 5. ADJOURNMENT

Mr. Shaiken moved and Mr. Sargent seconded to adjourn the meeting at 6:40 p.m. Motion passed by all.

Respectfully submitted,

Sarah Delia, Assistant Town Clerk