



Town of Burlington

WEBSITE DESIGN COMMITTEE REGULAR MEETING December 19, 2023

A meeting of the Website Design Committee was held on Tuesday, December 19, 2023. Committee members present were Craig Morrell, Bryan Cassidy, Daniel Cooper, Mark Nezas, Christa Ronalter and JP Parente. Absent from the meeting was Selectman David Goshdigian.

1. Call Meeting to Order:

Chairman, Craig Morrell called the meeting to order at 6:34 PM.

2. Public Comment:

There was no public comment.

3. Accept Minutes from October 17, 2023, Regular Meeting:

Ronalter made a **motion**, seconded Cooper to approve the minutes from October 17, 2023, regular meeting.

4. Recap of Current Site Progress:

Discussion was had regarding the recap of current site progress.

- I Want To (Pay: Taxes; Building Permits; Dog License; Pistol Permit)
- Contact Us (Leave like it is now but have it as a drop-down menu. Site Mapping to the department page. Can these two talk to each other)
- Audience & Goals
- Global Navigation
- Content
- Footer (Stay like it is now)

5. Next Steps – Secondary Pages:

Discussion was had regarding the secondary pages being:

- Agenda Center
- Pay Taxes
- Trash & Recycling
- Building Permits
- Assessor
- Volunteer or Community (Fire Department, BBHD, Dial-a-Ride, Post Office & Cemetery Association)

Further discussion will be had at the next meeting regarding what information will be held on each respective page.

Committee likes the look of Middletown, CT and Middletown, RI secondary pages of I Want To, Government.



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6. Adjourn:

There being no further business, Ronalter made a **motion**, seconded Cassidy, and passed unanimously to adjourn the meeting at 7:50 pm.

Respectfully submitted,
Christa L. Ronalter, Secretary