



Lee NH Municipal Technology Advisory Committee Meeting
Minutes – August 7, 2023, 7 PM

1st floor Meeting Room, Public Safety Complex, 20 George Bennett Road, Lee NH

I. Call to Order

- A. Call to order at 7:05. Dean, Chris, and Bob are present.
- B. Introductions, guests
Jen Messeder

II. Public Comments

- A. None

III. Preliminary Actions

- A. Approval of Agenda
- B. Approval of Minutes 7/10/2023
- C. Other

IV. Correspondence

- A. Sharepoint stuff
 - i. Bob was actively working with Steve Gagnon this evening to get set up on the SharePoint, but may be running into issues with the authentication.
 - ii. When logged in, are the following possible?
 - 1. Can we access other committees?
 - a. Yes, only Housing
 - 2. Can we create new folders inside of primary committees?
 - a. No, I am not able to.
 - 3. Is it possible to put minutes in a folder?
 - a. Not at this time, there is no capability to upload documents.
 - iii. MTAC will contact Steve Gagnon to discuss assigning additional permissions, Bob will continue to work on gaining access.
- B. Other

V. Old Business

- A. Jen: Help committees access the town's shared Microsoft space
 - i. In progress, see above for old business.
- B. Dean & Bob: Improve selectboard meetings
 - i. No progress has been made.

C. Dean: Town's social media and web policy

- i. Jen discussed the July meeting with the Greeters. She discussed using the Six Boxes Performance Thinking to help solve this problem.

D. Other

- i. None

VI. New Business

- A. Other

VII. Public Comments

- A. None

VIII. Closing Action

- A. Future Meeting Dates, generally the first Monday of the month.
September 11, October 2
- B. Agenda Planning for Next Meeting

IX. Adjournment

- A. Dean moves to adjourn at 7:32, Chris seconds, vote 3-0.