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TOWN CLERK, NORFOLK CT

Town Website Committee Minutes
Tuesday, October 6, 2026
VIA ZOOM

Members present: Sue Frisch, Deborah Nelson, Ben Rotolo, Susan Caughman
Alternate members present: Jim Jasper

Call to Order - The meeting was called to order at 5:05 p.m. by Sue Frisch. Sue appointed Jim Jasper to vote in place of Jennifer Pfaltz.

Minutes - A motion was made by Ben Rotolo to approve the Minutes from the August 2026 meeting. Susan Caughman seconded the motion. Motion passed.

Committee Member - Sue requested that each member bring the name of a new committee member to the next meeting.

State of the Website -
General - The feature articles and photos of the Town Officials have been a success. The feature items on the bears drew attention and responses.

Susan mentioned that the Lakeville Journal is running a photo contest entitled "Fall". She suggested we run another photo contest. The committee discussed coming up with photo contest names. Sue asked everyone to suggest names via email for a contest and the group can discuss them at the next meeting.

Sue presented a draft of the Stained Glass Windows of Norfolk page. It was very well received and Jim explained how to navigate the site.

Sue brought up the possibility of an archive for previous Norfolk newsletters. Jim mentioned that MailChimp gives us the ability to create an archive. He will explore the possibilities and give us a rough estimate of how much time it would take to create one.

Statistics - Susan reported that traffic was down quite a bit in September. August is traditionally a strong month. Landing page traffic was driven by newsletter articles. As of October 4, the Newsletter has 676 subscribers.

Technical - Jim reported that the accessibility work has progressed. He has been working template by template to improve contrast.

Susan brought up the problem that some alt tags are not working. Jim said they are entered correctly and he will try and find out why they are not being displayed.

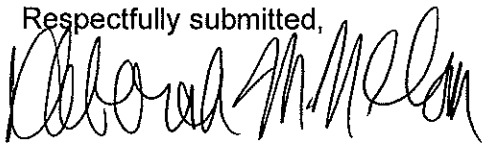
Sue mentioned improving how the calendar view of events is displayed.

Additional business, by ⅔ vote - None.

Public comment - None.

Adjournment - Sue Frisch adjourned the meeting at 6:05 p.m.

Respectfully submitted,



Deborah M. Nelson
Secretary