

Website Renewal Committee

Members: 9

Appointment:

- 1 Treasurer or Designee
- 1 Town Clerk or Designee
- 1 Town Administrator or Designee
- 1 Information Technology Department
- 1 Information Technology Advisory Committee
- 1 Disability Access Committee
- 1 Vision 21 Implementation Committee
- 1 Resident
- 1 Business Owner

Length of Term: 1 Year

Charge Approved: March 16, 2020

Purpose: The Belmont Website Renewal Committee will be a temporary working group created by the Select Board to conduct a comprehensive review of Belmont's public facing Town website(s). As we move further into the 21st century, more and more services are moving online while more and more residents embrace an "online" and "mobile first" approach to obtaining information and transactional business. "Web pages" cannot remain static, but must serve as the "front door" for wired communities like Belmont.

Objectives:

1. The Belmont Website Renewal Committee will study use patterns and public sentiment about the Town's current web site
2. The committee will interface with Town departments to understand how they use the current web site and identify opportunities for making more information and services available to residents online
3. The committee will prepare a summary report on existing operation of current website.
4. Based on the review the committee should recommend one of the following:
 - a. Keep the current website (CIVIC PLUS)
 - i. If modifications and updates are needed define those
 - b. Host the website internally
 - i. Identify resources needed for this
 - c. Go out to bid for a new vendor
5. If C is recommended, the committee should create the RFP and assist in evaluating the vendors.