

July 29, 2020

The Saratoga Town Board met at 9:00 a.m. in the town office. Chairman Rickaby called the meeting to order. McDonald was absent. The meeting was officially noticed on July 24, 2020. Ten town residents were in attendance.

Sarah Botham, with Botham Ink was present at the meeting. Towns' attorney, Paul Kent was present by phone.

Sarah charges \$225/hour for her time and \$175/hour for her assistant's time when they would do work for the Town. Sarah checked with companies that did similar work and their rates ranged from \$150-\$400 per hour.

Sarah stated Facebook shows a snippet of information while the Towns' website would give more in depth information. Sarah reviews the papers for several hours each day looking for articles that pertain to her clients. She does not charge for her time to review the articles. She could place things related to the Town on the Towns' Facebook page and would charge by the quarter hour. For the last few months she has not added any new information on Facebook since we have been on hold with Botham Ink's contract. Several residents and Board members spoke both in favor and against Botham Ink's service.

Passineau made a motion to approve an hourly rate with Botham Ink. He gives permission for Chairman Rickaby to approve the work that Botham Ink will do and the Board will monitor going forward. A scope of service would need to be developed for work Botham would do on a regular basis and extra work on a case by case basis.

Heeg made a motion to adjourn the meeting. Carrell seconded it. Motion passed unanimously. The meeting adjourned at 9:53 a.m.

Heidi Kawleski, Town Clerk