

Town of Bolton Vermont
www.boltonvt.com www.boltonvt.gov
2015 Website Policy and Privacy Statement

Thank you for visiting the official government web site for the Town of Bolton, Vermont. We are happy to provide this service to the public and hope users will find it to be a valuable resource.

The Town of Bolton owns and maintains this internet site and uses reasonable efforts to provide current and accurate information. The Town makes no warranty or representations as to the currency or accuracy of the information.

Neither the Town of Bolton, its internet service provider, nor any of the parties involved in creating, producing or delivering this site shall be liable for any direct, incidental, consequential, indirect or punitive damages arising out of your access, use of, or inability to use this site, or any errors or omissions in the content thereof.

The Town of Bolton is not responsible for the content, views, opinions or representations of any off-site pages referred to through links.

Persons submitting email comments or questions to the Town of Bolton's officials or employees should be aware that the Town cannot guarantee, nor does it represent that such communication will remain private and confidential. Similar to mailed or delivered comments, comments received via email may become subject to public disclosure under the State of Vermont Public Records Law and/or as part of the discovery procedure in a civil lawsuit.

Information Disclaimer

The Town of Bolton has made reasonable efforts to ensure the accuracy of the information provided in this web site. However, due to the possibility of unauthorized access to this site, data transmission errors, changes to source material made since the last update to the site, or other human or mechanical errors, the information contained on this web site should not be deemed reliable for legal purposes. Please contact the Town of Bolton's Administrative Office at (802) 434-3064 to verify the accuracy of the information.

Privacy Statement

The protection of individual privacy is a concern to the Town of Bolton. The Town of Bolton has created this privacy statement in order to demonstrate its firm commitment to privacy. The following discloses our information gathering and dissemination practices for this site.

Information you provide to us

The Town of Bolton does not keep any personal information about you or your visit to our Internet site unless you have specifically supplied it to us. For instance, if you may have supplied us with information as part of a request for information or for purposes of registering or obtaining a license or permit online. Similarly you may have sent us an email or left us a

message in some other electronic format. Any form of electronic communication will be treated in the same way as written forms of communication, and in many instances it will be considered public information available to the public upon request. To the extent allowed by law, the Town will make reasonable attempts to protect personal financial information from disclosure.

Other information about your visit to our site

Like most Internet sites, our web site reads some information from your computer that helps us analyze traffic patterns, perform routine maintenance, maintain site security, and to help you navigate through our site. Generally the information we collect is temporary and when you leave the site this information is deleted from our system. The only information the Town automatically collects and maintains is the following:

- total number of visitors to our site
- types of computer systems used to access our site
- web browser type and version
- date and time of access
- the web site you visited prior to coming to this web site
- information about possible system security threats.

This privacy policy does not apply to web sites operated by third parties that you may access through a link from our web site.

The Way We Use Information:

We use the information you provide about yourself when requesting information only to provide that information to you. We do not share this information with outside parties except to the extent necessary to complete your request.

We use return email addresses to answer the email we receive. Such addresses are not used for any other purpose and are not shared with outside parties.

We use non-identifying and aggregate information to better design our website. For example, we may tell a department that X number of individuals visited a certain area on our website, but we would not disclose anything that could be used to identify those individuals.

Finally, we never use or share the personally identifiable information provided to us online in ways unrelated to the ones described above without also providing you an opportunity to opt-out or otherwise prohibit such unrelated uses.

Photo Use Policy

Photos displayed on the Town of Bolton's website are copyrighted by the photographer. Permission to use the photographs is granted for the following limited uses:

- Photos may be printed from a web browser for *personal, non-commercial uses*.
- Photos may be downloaded/copied electronically from a web browser for *personal, non-commercial uses*, with the following limitations:

1. Photos may not be altered in any way, including resizing and cropping.
2. Photo credits must be provided.
3. Credit should be given as follows: "Photograph by [photographer's name]. Used by permission from www.boltonvt.com ~ www.boltonvt.gov."

Policy on Town of Bolton Web Site Links

The purpose of the Town of Bolton's web site is to provide information about Town government, services, and attractions. The Town's web site may provide links to web sites outside the Town's web site that also serve this purpose. The Town is not responsible for and does not endorse the information on any linked web site unless the Town's web site states otherwise.

The following criteria will be used to decide whether to grant requests for Town web site links. If a particular request does not fit any of the following criteria, the Webmaster or Town Clerk will decide whether to approve the request. The Website Manager or Town Clerk will approve the requested web site link if it serves the general purpose of the Town's web site.

The Town's web site may provide links to web sites for:

- Governmental and educational institutions
- Organizations with some relationship to the Town (including but not limited to: organizations sponsoring town activities or programs, and organizations participating in town activities or programs)
- Generally recognized community organizations
- Organizations providing information about art, cultural, and sporting activities in the town's area
- Organizations providing local services information
- Utilities
- Area Newspapers

The Town will consider link requests when the organization or business is either located in the Town of Bolton, or directly serves town residents. The Town does not guarantee that all link requests meeting the above criteria will be granted. Decisions by the Town Clerk or Website Manager may be appealed to the Select Board, which may approve or disapprove link requests without comment or recourse on the applicant.

The Town's web site will not provide links to web sites for:

- Candidates for local, state, or federal offices
- Political organizations or other organizations advocating a position on a local, state, or federal issue
- Corporate or other for-profit organizations unless they fit any of the criteria stated above
- Individual or personal websites or businesses not located within the Town of Bolton

Adopted February 16, 2015 by a majority of the Bolton Select Board.








