

Windham Town Website Policy

The official Town of Windham Vermont website, <http://townofwindhamvt.com>, will serve to provide a connection between the full and part-time citizens of Windham and other visitors to the town government, community information, schedules and events of the town. The website will comply with the Windham Social Media Policy. The official Windham Town Website is currently a Town Government

Windham Town Social Media Manager means the authorized representative to be appointed for 3 years by the Selectboard with the currently designated responsibility as the social media IT officer, website administrator, designated agent, and social networking moderator.

The Town of Windham owns the domain townofwindhamvt.com and its representatives maintain the internet site and uses reasonable efforts to provide current and accurate information. The Town makes every effort to provide the agendas, warnings, and minutes in conformance with the Open Meeting Law. The Town makes no warranty or representations as to the timeliness or accuracy of the information.

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

Neither the Town of Windham, 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.

Persons submitting email comments or questions to the Town of Windham'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.

The Town of Windham website may provide links to websites outside the Town's website that also serve this purpose. The Town is not responsible for and does not endorse the information on any linked website unless the Town's website states otherwise. The Town is not responsible for the content, views, opinions or representations of any off-site pages referred to through links.

Copyright Statement

Unless a copyright is indicated, information on the Town of Windham website is in the public domain and may be reproduced, published or otherwise used with the Town of Windham's permission. Photographs containing a copyright notice should not be modified in any manner and should be used only with the written consent of the photographer. Similarly we request that information use should remain unchanged and the Town of Windham be cited as the source of the information and that any photo credits, graphics or byline be similarly credited to the photographer, author or Town of Windham

as appropriate. The information contained in the website is to be used for personal use only and cannot be sold or used commercially.

Data collection

The Town of Windham does not keep any personal information about you or your visit to our Internet site unless you have specifically supplied it to us, i.e. 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.

The only information the Town automatically collects and maintains is the following:

- IP address used to access the site
- number of visitors and pages accessed on the site
- operating system types used to access the site
- browser type and version used to access the site
- date and time of access
- website visited before accessing the site
- security threat likelihood to the site

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. If a news/updates subscription service is available and you subscribe to it on the website, the information you submit will be saved for use by the email list.

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.

Links

The purpose of the Town of Windham's website is to provide information about the government, services, and community. The Town of Windham website may provide links to websites outside the Town's website that also serve this purpose. The Town is not responsible for and does not endorse the information on any linked website unless the Town's website states otherwise. The Town is not responsible for the content, views, opinions or representations of any off-site pages referred to through links.

The Town Social Media Manager will approve/or provide the website links based on relevance to the general purpose of the Town's website.

The Town of Windham website will provide links to websites for:

- Governmental (local and state)
- Town forms to be printed
- News items of town interest
- Weather
- Organizations with some relationship to the Town
- Community and area organizations, i.e. WCO, WN&N and WRCP
- Local libraries
- Fire department, police and emergency services
- Town churches
- Organizations providing information about art, cultural, and social events in the area
- Hospitals and clinics
- Elementary School, Vermont colleges and universities
- Area maps
- New England 511 Road Conditions
- Organizations providing local services information
- Utilities (power and telecom)
- Area and Vermont newspapers, radio and TV

The Town's website will not provide links to websites for:

- Any sites containing comments covered under Section 5 Comments of the Social Media Policy
- Candidates for any local, state, or federal offices
- Political organizations or other organizations advocating a position on a local, state, or federal issue
- Business, corporate or other for-profit organizations unless they fit any of the criteria stated above
- Individuals, individual business, or personal home pages
- Advertising of business
- Information as regarded to or causing child endangerment and privacy

Disclaimer

The Town of Windham has made a realistic effort to provide accurate information on the website. This will not be guaranteed with the possibility of unauthorized access to this site, hacking, electronic errors, changes to information made since the last update to the site, or other human errors, therefore the information contained on this website should not be judged reliable for legal purposes. Please contact the Town Social Media Manager at webmaster@townofwindhamvt.com or the town office at (802) 874-4211 to verify the accuracy of the information.

Contact Information

Questions or concerns about this policy should be addressed to webmaster@townofwindhamvt.com