

Town of Webster E-Mail Policy

Town of Webster employees and some Board members use Town e-mail addresses. These addresses are listed on the Town website at www.webster-nh.gov.

E-mail contacts between Board of Selectmen must be in accordance to RSA 91-A. Acceptable contacts include: scheduling of meetings or hearings, list of meeting agenda items, general procedure requirements, drafts of motions or other potential Board actions, and research. Contacts that are not acceptable include: responses, discussions, or exchanges.

E-mail contacts between Board of Selectmen and employees are acceptable, as well as e-mail contacts between Board of Selectmen and others, and employees and others. Any person submitting e-mail comments or questions to Town officials or employees should not expect that the communication will properly transfer nor will remain private and confidential. E-mails may well become subject to public disclosure under State and Federal law.

Comments on public hearing or meeting items that are submitted by e-mail will not automatically become a part of the official record or such proceedings, unless required by law. Persons wishing to comment on public hearing or meeting items should attend the public hearing and express themselves in person.

Accepted this date: 11/14/11

Webster Board of Selectmen

George Cummings, Chairman

George Hashem

Bruce Johnson
