



Personal Information of Appointed and Elected Officials Policy

SELECT Board

Town of Boxborough, MA

Intent and Purpose

The intent and purpose of this policy is to clarify under what circumstances, the personal information of Town appointed and elected officials, may be used by the Town.

Policy

In the regular course of business, the Town maintains a list of contact information, including the names, phone numbers and email addresses, for all appointed and elected officials. This contact information is for the exclusive use of the Town in the furtherance of Town business. The list shall not be used to send out notices or information about upcoming initiatives and/or events for any private organization(s), including but not limited to: 501(c)3 non-profits, political organizations, and religious organizations.

This policy revokes and replaces all previous policies on this topic.