

TOWN OF NEWTON PRIVACY POLICY

The Town of Newton, hereinafter known as "Town", recognizes and respects your right to privacy regarding personal identifying information revealed to the Town through your use of the Town's web site. This Privacy Policy explains the Town's practices for collecting personal identifying information from the Town's website, and the choices you can make that determine how your personal identifying information is collected and used by the Town. For the purpose of this Privacy Policy, the Town will use the term "identity information" to refer to your information which identifies you individually, including, but not limited to, your name, phone number, email address, physical address, access dates, IP addresses and pages accessed as well as other data.

By accessing this web site, you agree to the terms of this Privacy Policy.

The Town will not release identity information without either: (1) the consent of the person providing the information, or (2) a court order. However, it is important to understand that the Town has obligations to provide public access to "public records" under the Open Public Records Act. Thus, while the Town will make every effort to protect the privacy of your identity information consistent with the requirements of the NJ Public Records Act, there may be portions of your communications that the Town will be required to reveal to the public. For example, the Town may be required to provide access to the substance of your communication, with a deletion (or redaction) of your identity information.

The Town receives identity information from customers through the Town website through a variety of online forms or modules and/or transactional applications. The primary reason that the Town collects and maintains citizen information is to serve you and administer your customer relationship with the Town.

The Town values opinions and comments from citizens, so it may occasionally conduct online surveys. Participation in these surveys is entirely optional. Typically, the information is aggregated and used to record citizen opinions on important community issues. Survey participants are anonymous unless otherwise stated in the survey.

The Town tracks web server log files in order to create aggregate statistical reports, detect errors, and maintain security. These reports do not contain any personally identifiable information of users outside the Town network.

The Town may use identity information collected to distribute information about Town services.

The Town of Newton provides users the opportunity to opt out of receiving communications from the Town and/or modify information previously provided by sending email to the Town Manager, Thomas S. Russo, Jr., at trusso@newtontownhall.com.

If you have any questions about the Town of Newton's online privacy practices, please contact the Town Manager's Office at 973-383-3521 ext. 224.

This Privacy Policy (Version 2009-01) is effective as of September 1, 2009, concurrent with the establishment of the Town's updated website. The Town expects to update the website and this Privacy Policy on a regular basis in order to incorporate improvements over time. As updates to this policy are adopted, archived versions of older policies will be maintained by the Town Clerk in accordance with the Town's records retention policy.