

## Bristol Town Administrator

---

**From:** Ben Skolozdra <bskolo@gmail.com>  
**Sent:** Thursday, November 9, 2023 10:08 AM  
**To:** Bristol Town Administrator  
**Subject:** Re: Bristol Energy Committee - Instagram Page

Hi Valerie,

Thanks for getting back to me and for providing the Social Media Policy document. If there is still time to get it on the Selectboard Meeting agenda for Monday, as described below, that would be great. I can attend the meeting via Zoom in case the Selectboard has any questions. I think the idea of a committee-wide email address is great. If we get Selectboard approval, I can also set that up for the committee to use and maintain.

The Town's social media accounts are the inspiration for this; they are a great way to get information out to citizens!

Thanks,  
Ben Skolozdra

On Wed, Nov 8, 2023 at 2:29 PM Bristol Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)> wrote:

Hi Ben,

My apologies for the late reply. All good questions. Attached is Bristol's social media policy, as amended in 2015. I don't think it has seen much daylight since I've been on board (2017). As noted in Section 6, creation of a new social media site requires Selectboard approval. They're meeting Monday. I can slip this on the agenda and frame it in my TA Report from the information below. As appointed local officials, you and committee members would be authorized to maintain it. I wonder if setting up a special e-mail account, such as [BristolVTEnergyCommittee@gmail.com](mailto:BristolVTEnergyCommittee@gmail.com), that various members would have access to would make sense.

You've probably already seen it, but in case not, this is the Town of Bristol's Instagram page that I maintain: <https://www.instagram.com/townofbristolvt/>. Facebook, too. But I am not on either of them very often except to post notices and other info.

Let me know if you have any questions.

--Valerie

Valerie Capels, Town Administrator  
Town of Bristol  
1 South Street  
P.O. Box 249  
Bristol, VT 05443  
P: (802) 453-2410 Ext. 1  
F: (802) 453-5188  
E: [townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)  
W: [www.bristolvt.org](http://www.bristolvt.org)

FB: <https://www.facebook.com/bristolvt/>  
IG: <https://www.instagram.com/townofbristolvt/>  
Tw: @BristolTownAdm

Please note this email message, along with any response or reply, may be considered a public record subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

---

**From:** Benjamin Skolozdra <[bskolo@gmail.com](mailto:bskolo@gmail.com)>  
**Sent:** Wednesday, October 25, 2023 8:08 PM  
**To:** Bristol Town Administrator <[townadmin@bristolvt.org](mailto:townadmin@bristolvt.org)>  
**Subject:** Bristol Energy Committee - Instagram Page

Hi Valerie,

During this month's Bristol Energy Committee meeting, we were thinking about how we can increase outreach to citizens about our events (Harvest Festival, Button Up/VEEP Workshop) and the important things the BEC is working on (MERP, EV Chargers). Someone brought up the idea of having a Bristol Energy Committee social media presence in the form of an Instagram page. Before we went down that path, I wanted to reach out to you with a few preliminary questions to ensure we are not overstepping our boundaries:

1. Does the Town permit non-employees of the Town to operate social media pages for volunteer committees?
2. Are there specific guidelines for posting on social media when representing a volunteer committee for the Town?
3. Is this something the Selectboard would need to weigh in on?

Thanks,  
Ben Skolozdra