

# TOWN OF WOOLWICH

## Policy on Treasurer's Disbursement Warrants For Employee Wages and Benefits

**Purpose.** This policy allows designated municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants, for wages and benefits only.

This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits.

**Delegation of authority.** Pursuant to 30-A, M.R.S.A., §5603(2)(A)(1), the following authority is granted with respect to treasurer's disbursement warrants for municipal employee wages and benefits only:

**Current municipal officers.** The municipal officers in office at the time of execution of this policy are: Todd W. McPhee, Chairman, Dale E. Chadbourne, Vice Chairman, Rita A. Sturtevant, David A. King, Sr. & Lloyd F. Coombs, Jr.

[X] Either the Chairman or the Vice Chairman, acting alone, may review, approve, and sign such warrants. In their absence, any of the remaining Selectmen acting alone, may review, approve, and sign such warrants.

**Effective Date.** This policy becomes effective on the date indicated below.

**Copies.** The Chair of the municipal officers will furnish copies of this policy to the municipal clerk and to the municipal treasurer.

**Lapse.** This policy lapses one year after its effective date, if not sooner amended or cancelled.

