

TOWN OF READFIELD

**POLICY ON TREASURER'S DISBURSEMENT
WARRANTS FOR EMPLOYEES WAGES AND BENEFITS**

Purpose: This policy allows any two designated Select Board members, acting on behalf of the full Select Board, to review, approve, and sign municipal Treasurer's disbursement warrants for payment of employees' 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 Select Board, acting by majority vote, to act on any Treasurer's warrant, including warrants for payment of employees' wages and benefits.

Delegation of authority: Pursuant to 30-A MRSA § 5603(2)(A)(3), the following authority is granted with respect to Treasurer's disbursement warrants for payment of employees wages and benefits only to the current Select Board members. The Select Board members in office at the time of execution of this policy are: Bruce Bourgoine, Thomas Dunham, John Parent, Christine Sammons and Kathryn Mills Woodsum.

Any two of the Select Board members named above, acting alone, may review, approve, and sign such warrants.

Effective date: This policy becomes effective on the date indicated below.

Copies: The Town Manager will furnish copies of this policy to the Town Clerk and to the Treasurer.

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

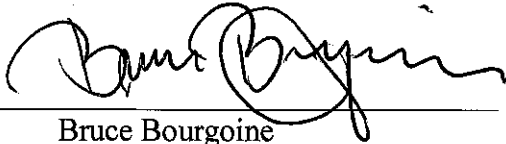
Renewal: This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

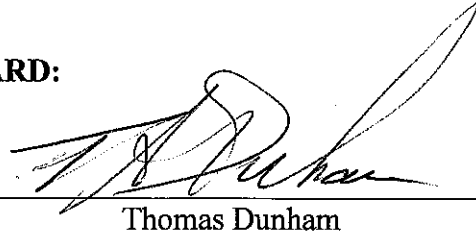
Reminder: The Treasurer shall remind the Select Board to consider renewing this policy annually before it lapses.

Original: The Town Clerk will maintain the original of this policy on file.

Dated: July 11, 2016

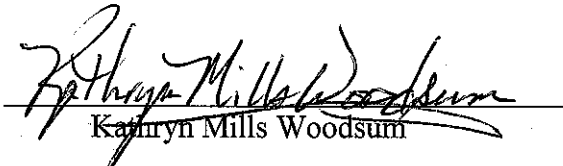
SELECT BOARD:


Bruce Bourgoine


Thomas Dunham


John Parent


Christine Sammons


Kathryn Mills Woodsum