

**TOWN OF BUCKFIELD
POLICY ON TREASURER'S DISBURSEMENT WARRANTS
FOR EMPLOYEE WAGES AND BENEFITS**

Purpose. This policy allows designated municipal officers, 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 MRSA § 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: **Robert Hand** (Chairman), **Sandra Fickett** (Vice Chairman), **Azalea Cormier**, **Heather Henley**, and **Peter Fickett**.

Any one of the municipal officers named above, 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.

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 municipal treasurer shall remind the municipal officers to consider renewing this policy annually before it lapses.

Original. The municipal clerk shall maintain the original copy of this policy on file.

Dated January 21, 2025.

MUNICIPAL OFFICERS:






