

MUNICIPAL OF BRADLEY  
POLICY ON TREASURER'S DISBURSEMENT WARRANTS  
FOR EMPLOYEE WAGES AND BENEFITS

Purpose. This policy allows designated municipal officers (Councilors), acting on behalf of the full board of municipal officers, to review, approve and sign municipal treasurer's disbursements warrants, for wages and benefits and payment of state fees.

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) (3), the following authority is granted with respect to treasurer's disbursement warrants for municipal employee wages and benefits and payment of state fees only.

Current municipal officers. The municipal officers in office at the time of execution of this policy are: Charles Clemons, Ann Delaware, Duane Lugdon, Laurence Wade and Mark Ketch.

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 is an appointed official; the treasurer shall remind the municipal officers to consider renewing this policy annually before it lapses.

Original. The Chair of the municipal officers will maintain the original of this policy on file unless the municipal clerk is an appointed official, in which case the clerk shall maintain it on file, if requested to do so by the Chair.

Dated October 26, 2021

Municipal Officers:

Mark A. Ketch  
Charles Clemons  
Laurence Wade  
Ann Delaware  
Duane Lugdon