

MUNICIPALITY OF NEWBURGH  
POLICY ON TREASURER'S DISBURSEMENT WARRANTS  
FOR EMPLOYEE WAGES AND BENEFITS AND STATE FEES

**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 and 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 and state fees.

**Delegation of authority.** Pursuant to 30-A MRSA ss 5603(2)(A)(1 and 3), the following authority is granted with respect to treasurer's disbursement warrants **for municipal employee wages and benefits and state fees:**

**Current municipal officers.** The municipal officers in office at the time of execution of this policy are:

Renee O'Donald, Brian Carlisle and Kurt Giles

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.** Copies of this policy will be filed with the municipal clerk and to the municipal treasurer. If the clerk and the treasurer are the same person, a copy shall nonetheless be provided to that person in each capacity.

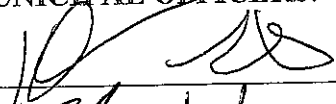
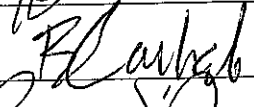
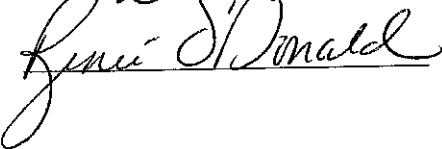
**Lapse.** The policy lapses one year after its effective date, if not sooner amended or cancelled.

**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 different date of expiration is specified.

**Reminder.** If the municipal treasurer is an appointed official, the treasurer shall remind the municipal officers to consider renewing this policy annually before it lapses. If the municipal treasurer is an elected official, the treasurer is requested to provide such an annual reminder.

MUNICIPAL OFFICERS:

Date: 1/22/24

  
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Kurt Giles – Select Board Member

Brian Carlisle – Select Board Member

Renee O'Donald - Select Board Member