

**Town of Beaver Cove
Disbursement Warrant Ordinance**

Section 1. Purpose.

The purpose of this ordinance is to provide an alternative to the statutory procedure for approval of warrants authorizing the treasurer to disburse money.

Section 2. Authority.

This ordinance is enacted pursuant to 30-A M.R.S. § 3001 (municipal home rule) and 5603(2)(A).

Section 3. Procedure for Approval Generally.

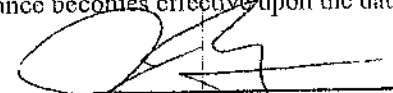
- A. Procedure. The treasurer may disburse money only on the authority of a warrant drawn and:
- (a) affirmatively voted and signed, including by ratification, by a majority of the municipal officers at a duly called public meeting; or (b) seen and signed by at least two of the municipal officers acting individually and separately outside of a duly called board meeting, provided that any discussion among board members concerning proposed disbursement must comply with the Maine Freedom of Access Act; or (c) pursuant to one or more annual policies adopted pursuant to 30-A M.R.S. § 5603(2)(A) for the disbursement of municipal employee wages and benefits, disbursement of state fees collected by the municipality to be disbursed to the state of Maine, disbursement of municipal school unit education costs, or as otherwise provided by law pursuant to 30-A M.R.S. § 5603(2)(A).

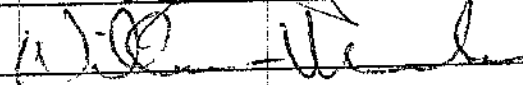
Section 4. Alternative Procedure for Emergency Disbursements.


- A. Emergency-Defined. Emergency means those times when a majority of duly elected Selectmen cannot meet and act collectively due to:
- 1. vacancies in the office of Selectman;
 - 2. the death, recall, or resignation of two or more Selectmen; or
 - 3. the sickness, incapacity, or unavailability of two or more Selectmen.
- B. Authority. In the case of an Emergency as defined herein, the Town Treasurer may disburse public funds for a particular purpose:
- 1. Upon receipt of a duly executed warrant seen and signed by a majority of the Selectmen acting individually and separately, or
 - 2. Upon receipt of a duly executed warrant seen and signed by a single Selectman when only one Selectman is then serving.
- C. Limitations. In the event that only one Selectman is then serving, the single Selectman may not execute or issue a warrant increasing any Town employee's wages or benefits, including but not limited to, the employee's hourly rate, salary or bonus, and further, the single Selectman may not execute or issue any disbursement warrant authorizing a disbursement in an amount exceeding the amount budgeted and approved for the particular purpose at Town Meeting except where such a disbursement is otherwise permitted or required by law.

Section 5. Effective Date.

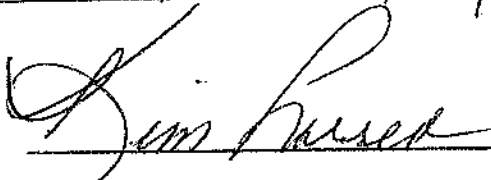
This ordinance becomes effective upon the date of its approval.







7-24-23
7/20/23
7/24/23

ATTESTED: 
_____ 7-24-23

