



TOWN OF MILLIS

Finance Committee
900 Main Street • Millis, MA 02054

*Jodie Garzon, Chairman
Peter Berube, Vice Chairman
Doug Riley, Clerk
Joyce Boiardi
Jim Borgman
Cathy MacInnes
Shawn Power
Craig Schultze
Katie Tieu*

Date: September 16, 2020

Finance Office
Town of Millis
900 Main Street
Millis MA 02054

The following vote was taken and affirmed at a duly posted meeting on September 16, 2020:

"The Finance Committee votes pursuant to MGL Chapter 41, Section 41 to authorize *either* of the following two signatures below to sign/approve payroll. It is understood that this provision does not eliminate the responsibility of the other members of the Committee."

This vote will be required annually each **July 1st** with the same notification to the Finance Office. It is the Committee's responsibility to withdraw any names and/or re-assign a signatory to approve payroll at any other time during the year with notification to the Finance Office stating the date of the duly posted meeting and the vote taken.

A majority of your board is still required to sign all Bills Payable Schedules.

The following signatures are authorized to approve/sign payroll on behalf of the Finance Committee:

(Signature)

(Print Name)

(Signature)

(Print Name)