

## POLICY MANUAL COMMITTEE

Members: 6  
Appointed by: Board of Selectmen  
Length of Term: Until Dissolved  
Appointments Made: As Needed  
Meeting Times: As Posted

Description: The purpose of this Committee is to develop a Policy Manual for the Board of Selectmen. The Committee is to look at existing policies, discuss possible obsolete policies, policies in need of revision and policies which do not need revision. New policies and those needing revision will be brought to the Board of Selectmen for approval.

As part of the policy review, the Committee shall review the Rules and Regulations of the Board of Selectmen and recommend changes. The Rules and Regulations will become part of the policy manual.

Criteria for Membership: The Committee should be made up of current and former board members as well as other citizens with experience and knowledge of Board of Selectmen policies and their legal implications.

Ref.: Charged adopted by the Board of Selectmen on 11/3/03.  
Charge amended by Board of Selectmen on 3/21/05 to increase membership from 5 to 6.  
Selectmen designated as Special Municipal Employees on January 18, 2006.