

**TOWN OF ADDISON**

**ADMINISTRATIVE POLICY**

**ORDINANCE**

ATTEST: A TRUE COPY

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NANCY HICKS  
TOWN CLERK

MARCH 11, 1997

ADMINISTRATIVE POLICY ORDINANCE  
FOR THE TOWN OF ADDISON

1. The purpose of this ordinance is to allow the Board of Selectmen to adopt administrative policies concerning the use of the town office and other buildings with respect to office hours, meeting hours, use of equipment, and so on.
2. The Selectmen are authorized to adopt administrative policies, which shall be binding on all officials, whether elected or appointed.
3. Any official, whether elected or appointed, who intentionally violates an administrative policy adopted by the Selectmen, may be removed from office by the Selectmen, after notice and hearing. Any vacancy created thereby shall be filled in accordance with 30-A M.R.S.A. 2602.