

**Town of Mashpee
Board of Selectmen**

Policy No: 31

Guidelines for Board of Selectmen Liaisons

The Board of Selectmen shall maintain liaison assignments to the various departments, boards and committees as deemed necessary by the Selectmen in accordance with the following guidelines:

- Each year, Selectmen liaison assignments shall be designated by the Chairman of the Selectmen following the Board's reorganization.
- The goal of liaison assignments shall be to facilitate communication with the Board of Selectmen, and liaisons shall not exert any independent supervisory authority over Town departments or boards, which shall be the responsibility of the Town Manager. Any complaints or problems regarding the activities of a Town department shall be addressed through the Town Manager.
- Liaisons shall endeavor to meet with each assigned department for the purpose of sharing information at least one time per year.
- It is recognized that liaison assignments shall not prevent any Selectmen from requesting information from any Town department.

***Adopted by the
Mashpee Board of Selectmen
November 13, 1995***

