

Maine
Cumberland **County**
POSITION PAPER FOR AGENDA ITEM

TO:	Board of County Commissioners
FROM:	James H. Gailey
DATE:	February 17, 2026
SUBJECT:	Appointment of Chair to Review Weekly Warrants

Requested Action:

Appoint Chair Patti Smith as the Commissioners appointee for the review and sign-off of the County's weekly warrants for calendar year 2026.

Background & Purpose of Request:

This item was brought up by the Auditors this past fall as they noticed that only the Chair was signing off on the weekly warrants. They requested the policy allowing for one signature, representing five Commissioners. The County did not have one. In a response, the Commissioners amended the *Cumberland County Government By-laws* to clearly establish the authority and procedures for one Board member to sign County Treasurer disbursement warrants. Under this proposed amendment, a majority of the members of the Board may delegate review, approval, and signature authority to one Board member so that the designated Board member may approve disbursement warrants individually and outside of a public Board meeting.

Historically, the Chair has been delegated (informally) to review and sign the Treasure disbursement warrants. By appointing Chair Smith, this practice will continue.

By-Law Section:

3.8.1.3.5 The Board may vote to delegate authority to the Chair of the Board, or his or her designee, to act on behalf of the Board to review, approve, and sign County Treasurer's disbursement warrants outside of a public meeting of the Board. The authority delegated to one board is in addition to, not in lieu of, majority power. A majority of the members of the Board may override the delegation of authority by requesting that the full Board review, approve, and sign a disbursement warrant at any time.

Effective Date: February 17, 2026

Attachments: