



## POLICY MANUAL

<b>Legal References:</b>  	<b>Policy Department:</b>  Finance
<b>Cross References:</b>  Administration	<b>Policy Number:</b>  F6
<b>Adoption Date:</b> June 26, 1995  <b>Revision Date:</b> September 25, 2017	<b>Policy Title:</b> <u>Unbudgeted Expenditures</u>  <b>Review Date:</b>

### **POLICY PURPOSE**

To establish which unbudgeted expenditures may be authorized and the method of paying for them.

### **POLICY STATEMENT**

The following expenditures may be authorized for payment if they are not included in the current year's budget:

1. Emergency items that need to be repaired or replaced that would upset the continuation of services for the town unless done.
2. Over runs on capital projects that were approved in the current budget year.
3. Accounts that are legally required to be paid.

The funding for the above expenditures can be withdrawn from reserves or budgeted funding not spent.

Policy Name: Unbudgeted Expenditures  
 Policy Number: F6