

## POLICY ON USAGE OF TOWN FACULTY

**POLICY INTENT:**

TO ENSURE TOWNS FACULTIES AND TOWN GARAGE IS USED FOR TOWN PURPOSE ONLY.

- (1) UNDER NO CIRCUMSTANCES SHALL EMPLOYEES USE TOWN'S EQUIPMENT, OR FACULTY FOR OWN PERSONNEL USAGE. NOR SHALL PERSONNEL VEHICLES BE BROUGHT INTO TOWN GARAGE FOR REPAIRS, WASHING ETC.
- (2) NO SMOKING WILL BE PERMITTED IN ANY TOWN VEHICLE.

**MAYOR**

**TOWN CLERK**

**MOTION**

02-05-10 -049