



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Legislation Text

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**File #:** 20-022, **Version:** 1

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### I. Council Action Requested.

The Council hereby orders that routine management tasks related to employment of the Assessor be delegated to the Town Manager. The Assessor shall report to the Town Manager on all matters related to the position and the Town Manager shall be the day-to-day supervisor of the Assessor. The Town Manager may recommend action to the Council regarding the Assessor's appointment, discipline, job description, salary or benefits, but such matters shall remain within the Council's exclusive authority.

### II. Basis for Council Action.

Council approval of this item is required because;

- a. The Town Council, pursuant to Article II, Section 3D, ... "may assign additional functions or duties to offices, departments or agencies established by this Charter" ...; and "may vest in the Town Manager all or part of the duties of any office under this Charter."

### III. Issue Summary.