



DELEGATION OF DEPOSIT AUTHORITY
Rev. 6/15/2023

Pursuant to the provisions of RSA 41:29 II, the Town Treasurer has the responsibility to deposit all such monies received by the Town of Boscawen in appropriated financial institutions as outlined in the statute. RSA 41:29, VI allows the Treasurer to delegate deposit or other financial functions to other town officials or employees provided such delegation is in writing and includes written procedures acceptable to the Select Board. Such delegation may only be to a town official or employee bonded in accordance with RSA 41:6.

The Boscawen Town Treasurer hereby delegates deposit function authority to:

- **Nicole Hoyt – Town Clerk/Tax Collector**
- **Norma Caporale – Deputy Tax Collector/Clerk**
- **Karyn Chagnon- Deputy Town Clerk**
- **Katherine Phelps- Town Administrator**
- **Alicia Hakins- Town Clerk/Tax Collector Administrative Assistant**

In making these deposit(s), these delegates shall provide the appropriate administrative office with the deposit slip(s) from the Town's general fund financial institution for transaction(s) made on that day so detailed back-up documentation and the receipt of monies can be prepared for the Finance Department.

The authority shall remain in effect until rescinded by written notice of the Boscawen Town Treasurer.

Tama Tillman
Tama Tillman- Treasurer

6/12/23
Date

Approved by the Select Board:

Matthew T. Burdick
Matthew T. Burdick, Chair

Lorne J. Carey
Lorne J. Carey, Member

Bill Bevens
Bill Bevens, Member

6/15/2023
Date