



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

POLICY MEMORANDUM #18

Date: Adopted January 17, 1995; Revised September 12, 2017; Revised September 13, 2022

*This policy was revised at the September 13, 2022 Select Board meeting solely to reflect the titles used in the Town Charter for the Town Manager and Select Board and to modify language to be gender neutral. No changes were made to the content of the Policy at that meeting.

Subject: **USE OF TOWN VEHICLES**

It shall be the policy of the Town of Truro that, unless otherwise allowed by contract, or explicitly approved in advance by the Town Manager, there shall be no use of town vehicles for personal use and there shall be no unauthorized persons (i.e. non-municipal employees, employee family members, etc.) using or riding in town vehicles. Members of the public should only be transported by those Town vehicles designated to be used for public transportation or emergency transportation and by appropriately designated and licensed drivers. Unauthorized use will result in disciplinary action.

Department heads are responsible to ensure this policy is observed by employees under their respective jurisdiction.

Kristen Reed, Chair

Robert Weinstein, Vice Chair

John Dundas, Clerk

Susan Areson

Stephanie Rein

Select Board
Town of Truro