STAFF REPORT

Meeting Date: September 5, 2017

Agenda Item #: 9a

TO: Mayor and Town Council

FROM: Susan Parker, Town Administrator

TITLE: **ABC Board Letter Concerning Travel Policy**

ATTACH: Letter

Summary: Attached is the annual letter authorizing the ABC Board to use the Town Travel Policy.

Recommendation: Motion to Forward the Letter Authorizing the ABC Board to Use the Town Travel Policy.