

## Mansfield Cost Savings Incentive Program (Municipal & Electric Department)

1. Eligibility. The Cost Savings Incentive Program is open to all legal residents of the U.S., except for the Mansfield Board of Selectmen (the “Board”), the Town Manager, department heads and their households.
2. Submission of Suggestions. Suggestions are to be submitted in writing to the Board of Selectmen, who may schedule time for the submitter to appear at an upcoming meeting of the Board. In order to be eligible for a reward under this program, the submitter must acknowledge, in writing, his/her agreement with the terms of the program. In the event duplicate, identical suggestions are made, only the first submission received by the office of the Board of Selectmen will be eligible for a reward. Suggestions must provide sufficient detail to identify specific reductions in projected spending in the current and/or upcoming fiscal year within the Town of Mansfield municipal or electric department budgets. Suggestions relating to the school department are not eligible under this municipal / electric department incentive program.
3. Review. The Board and Town Manager will review each suggestion and may seek input from appropriate department head(s) and any other sources they deem appropriate.
4. Determination on the merits. Once all information sought by the Board of Selectmen has been received, the Board will consider the suggestion at a public meeting. The Board will consider any applicable laws, regulations and contracts applicable to the suggestion. The final decision on whether to implement the suggestion rests with the Board of Selectmen, in their sole discretion.
5. Reward. If the Board votes to proceed with the implementation of the suggestion, and savings of at least \$100 are achieved, the submitter will be eligible for a reward of 1% of the savings actually realized as a result of the suggestion, pending approval by Town Meeting. The term “savings” means the reduction in spending already budgeted for in the present fiscal year and/or the next fiscal year, if the budget for the next fiscal year has been finalized, but does NOT extend into any subsequent fiscal years.
6. Decisions final. All decisions of the Board of Selectmen, as to any aspect of this program, are final.
7. Forfeiture of reward. If any person who submits an idea under this program later challenges any aspect of the program, the amount of the reward or the lack of a reward in a court of law, then any reward based on the submission(s) in question shall be deemed forfeited.