

TOWN OF WELD

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MEETING MINUTES

Board/Committee: Budget Committee

Date: September 24, 2026

Time: 5:45 PM

Location: Weld Town Office – Multi-Purpose Room

1. Call To Order

The meeting was called to order at 5:45 pm.

2. Members Present

Russell Banton

Barbi Castonguay

Becky Vining

Rebecca Scott

Ernestine Hutchinson

3. Members Absent

None

4. Approval Of Previous Minutes

No approval of previous meeting minutes was recorded.

The committee discussed document-management and meeting-minute procedures. Members may review draft minutes in the shared Google Drive and add comments before approval. The policy and procedure manual was also located in the shared drive, with review and signatures to occur at a future meeting.

5. Old Business

A. Mission Statement

The committee reviewed the mission statement. Becky reported that computer and cloud-storage problems had required her to recover documents from old emails and other files. The mission statement was considered acceptable.

B. Attendance Policy

The committee discussed creating a policy for members who do not attend meetings, including the effect of absences on quorum and voting rights. Barbi presented proposed language stating that a member who misses three consecutive regular meetings or 25 percent or more of the committee's scheduled meetings during the annual budget cycle, without good cause, may have the matter referred to the Select Board or another appropriate municipal authority for review.

The proposed excused absences included illness, family emergency, employment obligations, travel, weather conditions, and other circumstances considered reasonable by the committee. The committee discussed whether the committee could make its own determination and whether a vacancy would require waiting until March for a replacement. No final legal or procedural determination was recorded.

C. Governing Document Name And Content

The committee discussed using "Rules of Procedure" or "Policies and Procedures" instead of "bylaws." Members also discussed revising language concerning committee composition and whether members must be Weld residents or registered voters of Weld. Questions concerning dual residency remained unresolved.

6. New Business

A. Budget Committee Schedule

The committee reviewed the upcoming budget schedule, including meetings with Public Works and the Code Enforcement Officer, the transfer station, general government, department secretaries, and the Select Board. The committee also discussed a January joint workshop with the Select Board. January 12 was identified as the certain date, with a possible additional work session depending on need. The anticipated duration was approximately one and one-half hours, and the starting time was discussed as approximately 5:30 or 6:00 p.m.

B. Financial Reporting

Becky discussed preparing updated spreadsheets, expense reports, and revenue summaries for distribution at the beginning of the month.

C. Policy Manual Review

The committee located the policy and procedure manual in the shared Google Drive. Members discussed access, editing, comments, printing, and signing procedures. Formal approval and signatures were deferred to a future meeting when all necessary members could participate.

7. Motions, Seconds, And Votes — Summary

Motion	Moved by	Seconded by	Vote
Close the meeting.	Rebecca Scott	Barbi Castonguay	All in favor; motion carried.

No other formal motions, including approval of previous minutes, were recorded.

8. Next Meeting

Date: October 8

Time: 5:30 p.m.

Location: Weld Town Office - Multi-purpose Room

9. Adjournment

Motion: Rebecca Scott moved to close the meeting.

Second: Russ Banton

Vote: All in favor; motion carried.

Meeting adjourned at 6:30 pm.

Minutes prepared by: Otter.ai

Approved by: Budget Committee –

Date of Approval: October 8, 2026