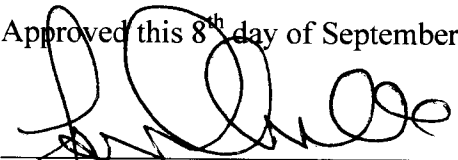
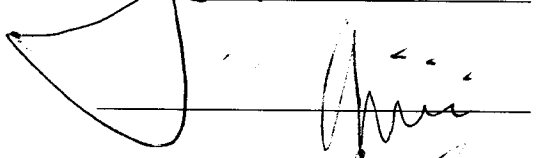
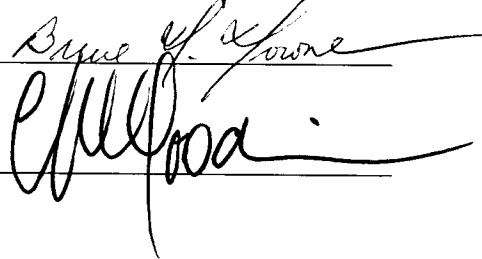


Town of Weston  
Warrant/Order Authorization Procedure  
September 8, 2015

Ordinarily, payroll and vendor warrant/orders are approved by the Selectboard at their scheduled meetings. However, the Chair of the Selectboard can sign warrant/orders as needed if in the normal course there are more than two weeks between meetings or if there is an unforeseen circumstance. In the case that the Chair is not available, the Vice Chair, Secretary or any other member of the Selectboard is authorized to sign warrants/orders.

If no member of the Selectboard is available in person then the Town Clerk can receive approval of a warrant/order via email. In this case, the warrant/order will be presented to the full Selectboard at the next meeting.

Approved this 8<sup>th</sup> day of September, 2015:

  
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*Byrne J. Young*  
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