

**MINUTES OF THE
BETHEL/ROYALTON SOLID WASTE MANAGEMENT BOARD**

January 11, 2016 ~ 7:00pm

**Royalton Town Office
2460 Vermont Route 14
South Royalton, VT**

1. **Call to Order:** Chair, Kristen Judkins called the meeting to order at 7:00 pm.
Members present: Joshua Powers, Sandy Conrad, Grace Adams, Moe Brigham, Jenn Bartlemann
Staff: Chet Brown
Regrets: Joshua Powers
2. **Minutes of Previous Meeting December 7, 2016:** Motion by Conrad and seconded by Chair Judkins to approve minutes as amended. There was no discussion and the motion passed unanimously.
3. **Review Financial Reports:**
 - a. **FY 2016 YTD:** Compared to LY, business includes busier spurts
 - b. **Budget Amended:** Manager Brown reviewed budget update to include equipment financing and debt service for recent equipment purchases. Brown discussed expectancy on new equipment to span 5-12 years, Members discussed a replacement reserve account, and would be required to begin in four years. Still repairs or replacement to be considered for aged or aging equipment. Bartlemann moved motion to approve new budget with additional line-items for equipment; seconded by Adams. Motion passed unanimously.
4. **Other Business:**
 - a. Irene Drop-off Billing: Discussion ensued regarding inquiry to Bethel from Royalton of an overpayment. Conrad will confirm total and relay information to board for further discussion.
 - Chair Judkins will provide further detail to Board regarding Conrad's inquiry of banking procedures for signed checks, deposits, and daily receipts.
 - Board member Conrad and Chair Judkin suggest creating a position opening for administrative tasking of receivables at the Management Facility.
 - b. Property liability from freeze: Member Brigham provided Bethel's liability policy to Brown for freezing lot.

There being no other business the Board adjourned the meeting at 8:23 pm. Motion to adjourn moved by Bartleman and seconded by Brigham; motion passed unanimously.

Next meeting will take place on March 8, 2017, 7 PM, at the Royalton Town Office.