

MINUTES OF THE BETHEL/ROYALTON SOLID WASTE MANAGEMENT BOARD

March 8, 2017 ~ 7:00pm

Royalton Town Office
2460 Vermont Route 14
Royalton, VT

1. **Call to Order:** Provided quorum Sandy Conrad called the meeting to order at 7:05 pm.
Members Present: Sandy Conrad, Grace Adams, Joshua Powers, Moe Brigham, Jenn Bartlemann
Staff: Chet Brown
Regrets: Chair Kristen Judkins
Guest: Dan Kinney, Solar developer
2. **Minutes of Previous Meeting January 11, 2017:** Motion by Brigham and seconded by Adams to approve minutes as amended. There was no discussion and the motion passed unanimously.
3. **Review Financial Reports:** Members with Brown discussed financials from YTD
 - a. **FY 2017 YTD 7/01/16-3/01/17:** Brown presented updated financials with emphasis on quarter-end numbers
 - b. **Balance Sheet:** Brown presented updated balance sheet from the facility
 - c. **Other:** Members discussed cash-handling procedures to finalize cash flow from Facility to Town and to continue considering bookkeeping
4. **Facility Manager Report**
 - a. **Business at the facility:** Brown presented financials with discussion regarding outstanding debt service with mention of payments already made on new equipment;
 - b. **Output includes:** 24% recycling and if metal accounted with projections over 30% of recycled contents
5. **Review Audit Agreement:** Brown provided completed audit agreement for board to review for further discussion at next meeting
6. **Review June 30, 2015 Audit**
7. **New Equipment:** Bucket-loader in place with excavator to be received by next week;
8. **Insurance Review**
9. **Solar Offer:** With business owner Dan Kinney, discussion of proposal for future solar array projects ensued.

A motion was made to survey grounds for solar array installation moved by Adams and seconded by Powers; motion passed unanimously

10. **Post-closure certificate:** Brown informed Board of post-closure completion with a signed certificate for first-year SWIP approval
11. **Year 1 SWIP Compliance:** Further discussion ensued regarding composting compliance pursuant to ACT 148; Brown proposed discussion to consider a draft ordinance for compliant disposal.

12. Other Business: Powers proposed marketing and members discussed joining a local paper on a Calendar of Events.

There being no other public business Powers motioned to go into Executive Session to discuss a personnel issue, seconded by Brigham at 8:17 pm. Brigham motioned, and Powers seconded to end Executive Session at 8:51 pm. **Action Taken:** Improve communication between facility manager and Board.

Motion to adjourn moved by Brigham and seconded by Powers at 8:52 pm; motion passed unanimously.

Next meeting will take place on May 10, 2017, 7 PM, at the Royalton Town Office.