

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

June 14, 2017 ~ 7:00 pm

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

1. **Call to Order:** Chair Sandy Conrad called the meeting to order at 7:08 pm.
Members Present: Paul Brigham, Jenn Bartlemann, Robert Young, Grace Adams, Joshua Powers
Staff: Chet Brown
2. **Minutes of Previous Meeting May 10, 2017:** Motion by Young and seconded by Brigham to approve minutes as presented. There was no discussion and the motion passed unanimously.
3. **Review Financial Reports:** Members with Brown discussed financials from YTD to present figures with cash receipts reaching over \$500 to meet income & expenses; annual projections of potentially \$1,000,000/per year
4. **Facility Manager Report**
 - a. **Business at the facility:** Brown presented hiring prospects for two new part-time hires with a current temporary new hire on-board; further Board with Brown revisited topic of Year 1 SWIP compliance due at the end of June 2017
 - **Board recommendation:** To provide job description for open positions with Board's approval; To follow-up with consulting Royalton residents on recycling & composting grants for to meet SWIP compliance
5. **Financial/Interlocal Agreement:** Conrad began discussion to include review of past audit reports, to complete employee evaluation for Facility Manager Brown, and with further discussion regarding cash-handling policy; Board completed discussion by refining procedures to cash-handling policy
 - a. **Board recommendation:** Brigham motioned to apply cash-handling policy with seconded by Adams. Discussion ensued and the motion passed unanimously.
6. **Other business:** Conrad with Brown followed-up with Board on the topic of Green Lantern's proposal to develop a solar array project on the Royalton Landfill
 - a. **Board recommendation:** Brigham posed an inquiry for Green Lantern regarding out-of-state energy tax credit structures as applicable in Vermont

There being no other business the Board adjourned the meeting at 8:26 pm. Motion to adjourn moved by Bartlemann and seconded by Young; motion passed unanimously.

Next meeting will take place on July 12, 2017, 7 PM, at the Royalton Town Office.