

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

August 9, 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 7:00 pm.
Members Present: Moe Brigham, Jenn Bartlemann, Robert Young, Grace Adams, Joshua Powers
Staff: Chet Brown
2. **Financial /Interlocal Agreement:** Conrad informed the board members that following tonight Solid Waste meeting, there will be a joint meeting of the Bethel/Royalton Selectboard' to discuss modifications to the Bethel/ Royalton Solid Waste Facility Interlocal Agreement.
3. **Minutes of Previous Meeting June 14, 2017:** Motion by Young and seconded by Brigham to approve minutes with one edit. Motion passed unanimously.
4. **Review Financial Reports:** Brown reported a profit for July 2017 of \$57,000.00. He said it was too early in the fiscal year to have any financial issues to discuss. He explained due to quarterly billing of health insurance, that expense seemed high. Brown discussed a large customer account that was delinquent on payments. Conrad urged Brown to follow up with this customer to make certain payments are being made on a regular basis.
5. **Facility Manager Report**
 - a. **Business at the facility:** Brown reported business is doing well. Brown stated Saturday facility revenue is between \$2500-\$3200. Minor repairs to the facility were also discussed.
6. **Other business:** Brown will be on vacation 08/12/2017-08/24/2017. In case of an emergency while Brown is on vacation the staff has been directed to contact the town offices of Bethel and Royalton.
7. **Evaluation:** Powers motioned and Brigham seconded to enter executive session at 7:38pm to discuss personnel matters. Motion passed unanimously.
Brigham motioned and Powers seconded to exit executive session at 7:57pm Motion passed unanimously
 - a. **Action Taken** Powers motioned and Brigham seconded to approve a cost of living wage increase of 1% for Chet Brown. Motion passed unanimously.

There being no other business the Board adjourned the meeting at 8:00 pm. Motion to adjourn moved by Brigham and seconded by Powers. Motion passed unanimously.

Next meeting will take place on September 13, 2017, 7 PM, at the Royalton Town Office.

Submitted by Rose Hemond, Royalton Town Administrator