

BETHEL ROYALTON SOLID WASTE MANAGEMENT BOARD  
REGULAR BOARD MEETING MINUTES

February 10, 2021

6:00 PM

VIA ZOOM

Those in attendance: Jenn Bartleman, Moe Brigham, Judi Brigham, Robert Young, Rebecca Beguin, Jerry Barcelow, David Barker, Tim Murphy, Victoria Paquin

Guest: Rick Brigham, Sullivan, Powers & Co.

1. Call to Order: 6:00 PM

2. Public Comment: None

3. Review minutes of previous meeting: Discussion to add the name of the new cashier, Ty Murawski to the January minutes. Motion to accept as amended by Jerry B; 2nd by Robert Y. Motion carried.

4. Review Financial Reports: Discussion regarding the financial reports as provided ensued.

5. Audit Discussion with Rick Brigham regarding the latest audit done by Sullivan, Powers, & Co. ensued. There were the usual deficiencies of taking cash in the office, processing voids, and journal entries to be addressed. It was mentioned that these items have been addressed by the manager and procedures are in place for these now. Discussion on pensions and the fact they are run by the state only, as it's a "State Defined Benefit", and we have no control over it. David B. wants to set up a committee to look into the feasibility of setting up a coupon/cashless system for the facility. David B, Victoria Paquin, & Rebecca B are willing to look into this possibility for us.

6. Facility Manager Report: Discussion regarding the status of the excavator - main boom pin broke. Jenn has an estimate of \$4,400 which includes shipping to Nortrax, repair, replace pin, & return it to the facility. She plans to have this done ASAP over a Monday, Tuesday and Wednesday as the work will take 3 days. The left overhead door motor in the recycling center building is broken and needs to be repaired/replaced at some point in the future. The building can be accessed with equipment via the right overhead door. Traffic flow for the public is ok at this time. We are now on a per tote flat charge for food scraps. It was noted that Barnard has also increased the fees at their transfer station effective 2/01/21.

Overtime discussion ensued as Wayne is taking some vacation time. Jenn is covering for him the days he is off. Jenn is salaried so this does not create overtime.

7. Motion to go into Executive Session at 7:32 PM to discuss personnel matters by Rebecca B, 2nd by Robert Y. Motion carried. Motion to come out of Executive Session at 7:43 PM by Jerry B, 2nd by Robert Y. Motion to go back into Executive Session figure out wording of the motion to be enacted at 7:45 PM by Rebecca B, 2nd by Robert Y.. Motion to leave Executive Session at 7:50 PM by Robert Y., 2nd by Jerry B.

8. Result of Executive Sessions: After discussion in Executive Session, a motion was made by Jerry B, 2nd by David B, for the Bethel Joint Board members as well as Jenn, all who were present at the 9/23/20 Special (Hiring) Meeting, to re-compile the list of goals Jenn was asked to meet. When they are in agreement, this will be run by the two former Royalton Joint Board members that were also present at

said meeting. Once there is consensus all the way around, the Chair is authorized to instruct Therese Kirby to have Compucount raise Jenn's pay to match the verbal agreement and to pay retroactively to her 1st year anniversary.

9. Motion to Adjourn: at 7:58 PM by Jerry B, 2nd by Robert Y - motion carried.