

Southern Windsor/Windham Counties Solid Waste Management District



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Quarterly Meeting Minutes District Board of Supervisors Wednesday, November 14, 2012 Select Board Hall Springfield Town Offices

Supervisors and Alternates present: Forrest Randall, Chair, Springfield; Cynthia Gibbs, Grafton; Frank Heald, Ludlow; Jeffrey Slade, Weathersfield; Jim Peplau, Reading; Derek Suursoo, Cavendish; and Gary DeRosia, Rockingham.

Others present: Tom Kennedy, District Manager; Bob Forguites, District Treasurer

Forrest Randall called the meeting to order at 6:00 p.m.

1. Roll Call

Seven towns present – quorum established.

2. Approve Minutes of July 26, 2012 Meeting

Derek Suursoo made a motion to accept the minutes of the July 26, 2012 meeting as presented, and Gary DeRosia seconded the motion. All voted in favor.

3. Treasurer's Report

Bob Forguites discussed the Profit and Loss for FY 12 as well as July and August. Mr. Forguites stated that income exceeded revenues by \$3,515.00 which is good news since the District budgeted for a \$20,000.00 loss. The reason for the change was the tip fee generated more income in FY 12 than anticipated. On the balance sheet the cash position of the District basically remained unchanged at \$490,000.00 in cash. In FY 13, the Profit and Loss statement was discussed by Mr. Forguites; he said that he didn't have much to report since we were only two months into the fiscal year for the months of July and August. On the Balance sheet Bob said there was \$502,500.00 in cash with no significant receivables or payable to comment on. A motion was made by Jim Peplau to accept the treasurer's report and it was seconded by Derek Suursoo. Motion carried.

Fund Balance Policy

Bob Forguites distributed a Fund Balance Policy that was developed for the Supervisors to review and adopt. In FY 11, the auditors suggested that the District adopt a policy that classifies the various types of funds that the District has into categories such restricted, unrestricted, etc. A motion was made by Joe Fromberger to adopt the Fund Balance Policy as presented; the motion was seconded by Derek Suursoo. Motion carried.

Fraud Prevention Policy

Bob Forguites presented to the Supervisors a draft of a Fraud Prevention Policy that was developed by the Vermont League of Cities and Towns. During the course of discussion, Joe Fromberger suggested that the reference to town be changed to District.

A motion was made by Joe Fromberger to adopt the Fraud Prevention Policy with the edits; the motion was seconded by Jim Peplau. Motion carried.

Discussion of the FY 11 Audit

Bob Forguites and Tom Kennedy discussed the FY 11 audit with the Supervisors. They stated that there were no financial or management issues raised by the auditors. A motion was made to receive the audit by Frank Heald and seconded by Gary DeRosia. Motion carried.

4. Discussion of USDA Grant

Tom Kennedy discussed the grant with the supervisors. He stated that the grant was a cooperative effort with the Windham Solid Waste District and the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). UVLSRPC was the lead organization with the grant. The grant will analyze and provide solutions to a number of problem areas that we have been confronting: HHW collections and the lack of a permanent facility, long term storage of dangerous chemical in school due to the high cost of disposal, education and composting. The grant will be for approximately sixteen months with an end date of September 2013.

5. Discussion of Solid Waste Law

Discussion was postponed until the next meeting so Mary O'Brien could be present.

6. Recycling Coordinator's Report

Discussion was postponed until the next meeting so Mary O'Brien could be present.

7. Old Business

Electronics - No Report

Bulbs – No Report

Tonnage- Tom Kennedy stated that tonnage was down slightly.

8. New Business

None

9. Adjourn

At 6:54 p.m., Frank Heald made a motion to adjourn the meeting. All voted in favor. The next meeting will be held on January 31, 2013.

Respectfully submitted,

Tom Kennedy
District Manager