



# Southern Windsor/Windham Counties Solid Waste Management District

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PO Box 320 Ascutney, VT 05030

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## Executive Committee Meeting

June 18, 2024

11:00 AM

Hybrid Meeting

MINUTES (Draft)

Executive Committee members present: Jeff Mobus, Scott Pickup, Brandon Gulick, Derek Surrsoo

Also present: Tom Kennedy and Kelly Murphy

Jeff Mobus called the meeting to order at 11:05AM.

**1. Additions to the Agenda – None** Scott P. made a motion to approve the agenda as printed; motion carried.

### 2. Approval of April 3, 2024 minutes

Scott P made a motion to approve the minutes. Derek S abstained. Motion carried.

### 3. Receive May 2024 Financials

Tom K went over the profit and loss and balance sheet

#### Profit and Loss

<b>Tipping Fee Income:</b>	\$164,542.00 is 75% of budgeted amount (\$220,000.00).
<b>Total Revenues:</b>	\$171,658.00 is 76% of budgeted amount (\$220,000)
<b>Total Expense Operating Budget:</b>	\$147,209.00 is 72% of budgeted amount.
<b>Net Ordinary Income of Operating Budget:</b>	\$24,448.00

HHW Income	\$41,700.00
HHW Expense	\$66,185.41
Net Income	\$ -25,818.92

#### Balance Sheet

Cash position is strong, \$302,563.00

Payable and receivable are at reasonable levels.

Scott P made a motion to receive the May 2024 financials. Motion carried.

### 4. Discussion of Revised FY 25 Budget

Tom K told the Committee that he revised the FY 25 budget to correct errors that were found in the budget during the discussion of the budget during the April Quarterly meeting. Changes made to the budget include the following:

<b>FY 25 Approved budget</b>	<b>FY 25 Revised Budget</b>	
	<b>Revenues</b>	
Miscellaneous Income:	\$4000	100
Total Revenue:	\$228,500.00	\$224,650.00
	<b>Expenses</b>	
Glass Collection Expense:	\$0	\$9,000
Insurance:	\$588	\$2200
District Contribution HHW:	\$19,274.00	\$26,274.00

Considering these changes, the committee said the District Supervisors should have the opportunity to review the revised draft.

**5. Review of the FY 23 Audit**

Tom K reviewed the audit with the committee. He told the committee that the District net position increased from \$292,126 to \$343,917. He said Operating revenues were \$ 284,140 with expenses at \$232,458 resulting in a net income of \$51,682.00.

The District received one deficiency in the management letter, the deficiency stated that they found a bank statement that was not signed by two employees. The staff told the auditors that it is a policy of the District to have two persons review bank statements and this was an oversight.

**6. Old Business -None**

**7. New Business -None**

The meeting was adjourned at 11:44 A.M.

Respectfully submitted.

Tom Kennedy