

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

Minutes of the Commissioner's Meeting

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Date: June 12, 1997

Time: 11:00 A.M.

Place: CMMCP District Headquarters, Northborough, MA

Present: Frank Perrin, David Scott, Jeff Bean, Richard Day, Pablo Noguera and, Stephen Henry
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1. The minutes of the May 7, 1997 Commissioners meeting were unanimously approved.

2. May/June 1997 invoices amounting to \$5,858.58 were unanimously approved.

3. The following payrolls were unanimously approved:

May 10, 1997	\$8,962.00
May 17, 1997	\$9,370.40
May 24, 1997	\$9,693.20
May 31, 1997	\$9,475.68
June 10, 1997	\$9,828.02

4. Work Schedule: Water management activities in Hudson have begun; work consists of cutting and removing brush and debris from a stream. Other Summer water management work will take place in Natick, Fitchburg, Hopedale, Scherborn, Dracut and Shrewsbury.

A lot of calls for adulticiding have been coming into the office. The most frequent callers are from Natick. Towns located in the northern section of the District are the second most frequent.

The crews are out larviciding every day. Sampling have yielded fewer larvae this week, mostly because it has been cool and dry. Also, it has been cool enough that people aren't outside in the evening; less contact with the few mosquitos that are out there.

5. Report on Northeast Conference on Arthropod-Borne Diseases: This conference covered pretty much the same range of topics as has been covered at other regional meetings. Many of the topics were research orientated.

6. Staff Update: Nichole Grainger, a recent Westboro High School graduate, will continue working at the Project as a Summer intern. She will continue to help out with the education outreach programs and various other District projects.

David Lavale has submitted his resignation. His background and interests are in environmental planning and he has taken a position with a land trust organization.

7. Towns interested in Joining and Rejoining CMMCP: The City of Lowell has contacted David with regard to joining the project. David estimates that it would cost them \$44,000 to join.

Templeton has also expressed interest in joining. David indicated that it would be more beneficial if they could get other surrounding towns to join with them. David reviewed the pros and cons of having one isolated town join versus having several adjoining towns come into the Project. They indicated that they would approach Gardner and the other surrounding towns and that perhaps by next year they would vote to join the District.

David was also contacted by Town of Boylston (Board of Health) regarding contract services. They withdrew from the Project several years ago. David indicated he would be willing to provide mosquito control services providing they do the following; 1) write a letter to the Reclamation Board expressing their wishes, 2) pay 100% of what ever costs the Project incurs while providing these services, and 3) submit an Article to join the Project at the next town meeting. David will put together an integrated pest management plan to address the Town's needs. Estimated costs for the next three months worth of work, which would include two applications of adulticiding and larviciding, plus administrative costs, are between \$14,000 - \$15,000. David feels it is advantageous to have them rejoin the Project as they would fill a geographical gap in the District. It would cost Boylston approximately \$22,000 next year if they were to rejoin the Project.

8. Review of Pay Scale: Most of the permanent staff is at or near top of their respective pay grades. This years pay increases reflect a variety of action taken by David and the Commissioners ranging from increasing the number of step within a particular grade to preparing new job classifications which reflect new and/or additional duties now being requested of the staff. The attached sheet summaries these actions.

Briefly, the following actions are taken: 1) No changes in pay scale are made to the "Laborer" category; these employees tend to be seasonal employees. 2) No changes are proposed in the "Technician" category as these are entry level positions. 3) The "Tractor Operator" category has an additional level with steps which are reflective of additional duties. This person will become the daily Operations Coordinator. 4) The three "Crew Leader" positions also have an additional level with steps reflecting new duties. Crew leaders will be responsible for larviciding, adulticiding and surveillance monitoring, respectively. Because the office "Secretary" is being assigned additional duties, she too has an additional level with steps. The Staff entomologist who also oversees the school

outreach program has a new level and steps within his pay grade. The "Assistant Superintendent's" entire pay grade is being redone while the Superintendent will receive a 4% cost of living. David will be preparing new job descriptions which reflect the above additional duties.

9. Old Business: None.
11. New Business: Richard Pollack of the Harvard School of Public Health has contacted David regarding their lime disease surveillance program. CMMCP personnel will assist them by locating their traps in the vicinity of our light traps. Project will collect and return their traps when the study is complete.

Meeting adjourned at 11:55 A.M.

APPROVED: _____



Frank Perrin, Chairman, CMMCP

7-10-97
Date

