

**CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT**

## Minutes of the Commissioner's Meeting

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Date: November 6, 1997

Time: 11:00 A.M.

Place: CMMCP District Headquarters, Northborough, MA

Present: Frank Perrin, Kenny Courtemanche, Pablo Noguera and, Stephen Henry  
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1. The minutes of the October 9, 1997 Commissioners meeting were unanimously approved.
2. October/November 1997 invoices amounting to \$ 4,553.88 were unanimously approved.
3. The following payrolls were unanimously approved:

October 11, 1997	\$ 8,587.60
October 18, 1997	\$ 8,587.60
October 25, 1997	\$ 8,587.60
November 1, 1997	\$ 7,450.00
4. Work Schedule: Staff are beginning to perform equipment maintenance and repairs. Water management activities are being performed in the towns of Dracut, Tewksbury, Hopedale and Fitchburg as time and equipment allow. Since the new excavator hasn't arrived yet, much of the ditch maintenance work is being performed by hand.
5. Excavator Bid: The bids for the new excavator have been opened and a low bid of \$51,140 has been submitted by Chadwick Baross, Inc. of Chelmsford, MA. The low bidder will provide a LinkBelt excavator, which is the preferred machine. CMMCP personnel have field tested this machine and are satisfied with its performance. The bid calls for a five year lease of \$11,422.72/year. The total cost to the Project at the end of the year is approximately \$57,000.00 at which time the Project will own the excavator.
6. Jeff Bean's Vacancy on the CMMCP Board: On October 9, 1997 Jeff Bean submitted his resignation to the State Reclamation and Mosquito Control Board. He has been

appointed Regional Director of FEMA and will not be able to participate in other outside activities. The Commission wishes him well in his new endeavors.

The Reclamation Board has sent letters to all member towns notifying them that a position is available on the CMMCP Commission. Names and their qualifications are to be sent to the Board. Kenny has received a letter expressing interest in becoming a Commissioner from head of the Fitchburg Highway Department (Jim Shuris). Kenny feels his appointment would be a welcome addition to the Commission as he has had favorable experiences with Mr. Shuris in the past when conducting mosquito control work in Fitchburg.

7. Groton Town Meeting: Groton withdrew from the Project in the early 1990's. There was an Article to rejoin the Project at a recently held Town meeting. Kenny attended the Town meeting to answer any questions which may arise. The Town voted down the Article 4:1; there wasn't any support from any of the Town's Boards or Committees.
8. Assistant Superintendent Opening: Kenny posted this job opening at the end of October. There have been two applicants (one from within the Project and one from another Project) and several inquiries.
9. David Scott's Sick Time: As per State regulations, David's vacation and sick leave have been submitted for payback reimbursement and all funds will be sent to David's estate.
10. Policy on Promoting From Within: The Commissioners felt that while it is a good idea to promote from within, they did not want to get "locked in" by preparing a written Policy on this issue. They noted that barring good reason not to promote from within, promotion of personnel within the Project will be given primary consideration.
11. Superintendent Pay Schedule: The Commission voted to begin paying the new Superintendent \$25.00/hour, which is commensurate with the current pay scale established earlier this year. They also voted that this pay should be effective retroactive to November 1, 1997.
12. Old Business: The NEMCA will hold its annual meeting December 8-10, 1997 in Sturbridge, MA.

13. New Business: The Commission unanimously voted to appoint Kenny Courtemanche as the new CMMCP superintendent. He has provided many years of exemplary service to the Project as David's assistant and we look forward to many more years of service as Superintendent.

Kenny is going to have two plaques made in memory of David Scott's service to the Project. One plaque will go to David's family and the other will hang at the District Headquarters. David's leadership and dedication to this Project and to all the other Projects throughout the Northeast will be greatly missed by all.

Meeting adjourned at 11:45 A.M.

APPROVED:   
Frank Perrin Chairman, CMMCP

12-18-97  
Date

