

# CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

## MINUTES OF THE COMMISSIONER'S MEETING

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Date: November 14, 2002

Time: 11:00 AM

Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532

Present: Jim Shuris, Dean Mazzarella, George Smith, Ken Courtemanche & Tim Deschamps

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**Commission Chairman Richard Day was not able to attend today, so in his absence Mr. Shuris has assumed the Chairmanship for the November 2002 CMMCP Commission Meeting.**

1. The minutes of the October 10, 2002 CMMCP Commissioner's minutes were unanimously approved.

2. The following payrolls were approved unanimously:

Oct. 12, 2002	\$12,379.20	Oct. 19, 2002	\$12,379.20
Oct. 26, 2002	\$12,379.20	Nov. 2, 2002	\$12,379.20
Nov. 9, 2002	\$12,379.20		

3. Submitted invoices for November 14, 2002 totaling \$8,912.43 were unanimously approved.

4. **Work Schedule:** The excavator has completed restoration projects in Billerica and Sherborn, and is currently in Chelmsford. Berlin & Hudson are scheduled next. All crews are clearing brush ahead of the tractor and/or handcleaning area ditches in their District. Crews are restocking town halls and libraries or cleaning culverts during inclement weather. Our mosquito surveillance has ended for the season, and the ULV units will be winterized and stored for the off season.

5. **Old Business:** Employee Richard Nuttall had his second court date at Marlborough District Court regarding the incident of August 21. "Insufficient evidence" was the finding of the Judge, echoing the finding of the Clerk Magistrate the month before. It is hoped that this will be the last we hear of this incident.

Ken received a call from OVM regarding the accident of October 2, 2002. OVM has determined that \$3,557 worth of damage to the Project vehicle, and does not consider it worthwhile to fix, and has declared it a total loss. The Commission discussed the options available at this time regarding this vehicle. On a motion by Mr. Mazzarella, seconded by Mr. Smith, it was decided unanimously to declare this vehicle surplus, remove any items of value, and scrap it at the Westborough Sate Hospital surplus facility. No word on the monetary damage to the other vehicle as of yet.

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### 2002 Meeting Schedule:

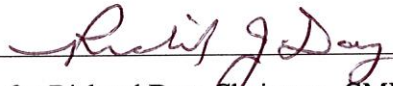
January 10, February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14 and **\*\*December 3\*\***.

6. **New Business:** Ken informed the Commission that employee Scott Cobat has received a written reprimand from Asst. Superintendent Tim Deschamps regarding an after hours incident in the CMMCP facility. Mr. Cobat and employee Edward Storonsky were observed using the Project facility for unauthorized repairs to a private citizen's vehicle. Mr. Cobat's written disciplinary report was read by the Commission, as well as his response. Mr. Storonsky did not receive a written reprimand at this time given that he was not actively involved in this incident, only acting as an observer. He was given a copy of his current job description and reminded of his duties. The Commission agreed that this was handled in the proper fashion by the Asst. Superintendent, and hopes this situation has been put to rest. Tim has expressed concerns with the Operations Foreman position in general, as well as the employee currently holding this position. The Commission has agreed to consider this matter at a future Commission Meeting.

Mr. Shuris suggested that Tim & Ken look into a training session regarding customer service being offered in Leominster in December. Tim will get information on this item. Mr. Mazarella also suggested looking into safety meetings for Project personnel.

The Commission has agreed to have their December Commission meeting at Mystic. Tim has secured a room, tentatively planned for 11:00 AM on Tuesday December 3. Tim passed out a tentative Program for the meeting. Additional information will be mailed with a copy of the agenda and the November minutes. Ken will register all Commissioners as Associate members.

The meeting adjourned at 12:05 PM.

Approved:   
for Richard Day, Chairman, CMMCP  
James Shuris

Date: 12-12-2002