

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: July 10, 2003
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Pablo Noguera, Jim Shuris, George Smith & Tim Deschamps
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1. The minutes of the June 2, 2003 CMMCP Commissioner's minutes were unanimously approved.
2. The following payrolls were approved unanimously:

Jun. 14, 2003	\$12,379.20	Jun. 21, 2003	\$12,379.20
Jun. 28, 2003	\$12,379.20	Jun. 30, 2003	\$2,475.84 (one day)
3. Submitted invoices for July 10, 2003 totaling \$47,240.78 were unanimously approved.
4. **Work Schedule:** The tractor has completed one project in Sherborn and is working now in Southboro. Work crews have resumed larviciding in area catch basins. The night shift crews have done an outstanding job keeping pace with the heavy receipt of phone calls.
5. **Old Business:** None to report
6. **New Business:** Tim reported on the Westford BOH meeting held on July 18. This was a forum for a resident who opposes mosquito control in general to voice his displeasure. Tim had a packet of materials concerning the products we use for town officials and the resident. While no real progress was made, the gentleman was pleased that his objections were noted and acted upon. This resident has been on the exclusion list since 2002.

A new town has joined the CMMCP service area, the town of Webster. This was a surprise; Tim met with the Selectmen in January of 2003 but has had no further contact. An employee of CMMCP read this in the newspaper and Tim confirmed this with the Health Agent. Initial contacts with the Board of Health Director has resulted in confusion and misinformation - Tim will meet with officials and residents as soon as possible to inform them of our products and procedures. Without a full Board present, and with Tim's reservations on this town official and his department, the Commission decided to table a vote of acceptance until August.

2003 Meeting Schedule:

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

The FY04 budget amount is set for \$1,287,990 - this includes the addition of Webster. The FY03 rollover amount has been determined to be \$235,000+/- . This amount is subject to change due to outstanding invoices, etc. A final amount will be determined in August/September.

The spending plans for FY05 will be out in August. Initial discussion centered around whether to ask for an increase or not. Discussions with other Superintendents indicate that other Projects may level fund for this fiscal year. Given the fiscal climate in Massachusetts at this time, this may be a wise choice. It will be hard to defend any increase, especially when we seem to have a healthy rollover from FY03. A final determination will be made in August.

Tim passed out a revised vacation policy to the Commission. This resulted from a lack of notification from one Project employee to Tim, and the subsequent lack of coverage for his tasks. With a less than full Board present at this meeting it was decided to table this item until August.

We have awarded a new contract for office cleaning to Accu-Clean out of Worcester. Their bid was \$265/month. They submitted all of the proper paperwork to the office. Service will begin July 9, 2003.

Tim discussed the expansion of full-time personnel and a district reorganization. With the addition of Webster, and others yet to be determined, we are reaching a point where service is being compromised due to personnel constraints. The men are only able to do so much in a 8 or 10 hour shift. It is recommended that we bring on 2 more full-time employees and organize the service area into 5 districts. The Wetlands Project Coordinator position should also be filled ASAP, and we need 2 summer interns. The Commission present was in agreement with these proposals, and more information will be presented in August. With the addition of personnel, we will also need to add to the fleet.

The status of the fleet was discussed - the 1986 Blazer is in need of replacement. The Commission voted to replace this vehicle back 2 years or so but it has been pushed off until the present time. Tim will get specifications and write out a bid in early fall. We may also need to replace 1 or 2 of the Ford Rangers. These are on State Contract for about \$12,000 each.

Tim had a letter from Senator Tucker's office regarding a situation in Tewksbury. A resident had a clogged culvert on her property. Project personnel were dispatched to look the situation over and he determined that everything was OK. This resident was not pleased and contacted the Senator's office.


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She also contacted our office again, and a different employee was sent to the area. This employee did determine that work was needed and performed the necessary work to the satisfaction of the resident. The letter from the Senators office was immediately followed by a letter of thanks from the resident. This situation has been resolved for the time being.

Tim had a memo from Brad Mitchell, SRB Chairman, regarding a letter from Audubon and other anti-mosquito control people. Mr. Mitchell has requested the letter be reviewed by the Commission and a response be given to the author(s) by mid-September. Tim will work on a response for the Commission's review at his earliest opportunity. This will be presented and discussed at a Commission Meeting before any letter is sent.

The meeting adjourned at 11:55 PM.

Approved: 
Richard Day, Chairman, CMMCP

Date: Aug. 21, 2003

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