

# CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

## MINUTES OF THE COMMISSIONER'S MEETING

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Date: March 18, 2004  
Time: 11:00 AM  
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532  
Present: Pablo Noguera, Jim Shuris, Dean Mazzarella, George Smith, Tim Deschamps & Tim McGlinchy

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1. The minutes of the February 19, 2004 CMMCP Commissioner's minutes were unanimously approved.
2. The following payrolls were approved unanimously:

Feb. 21, 2003	\$13,485.36	Feb. 28, 2003	\$12,941.04
Mar. 6, 2003	\$13,916.40	Mar. 13, 2003	\$13,916.40
3. Submitted invoices for March 18, 2004 totaling \$91,573.74 were unanimously approved.
4. **Work Schedule:** 3 restoration projects are in various stages for the excavator, projects in Chelmsford, Boxborough & Southboro. Crews have been cleaning streams, as well as cleaning culverts and delivering PR materials during inclement weather. Crews have completed going to elderly housing areas in all member cities and towns surveying the areas for catch basins and wetlands, as well as making contacts for future information to be sent in the event WNV is identified in their town. The CMMCP Annual Report for 2003 has been delivered to all town boards in our service area. Tim M. noted that employee Mike Johnson once again did an outstanding job with the GIS maps showing treated basins, WNV activity and gravid trap locations. The Commission thanks Mike for his hard work. 4 Project employees went to a GIS/GPS seminar held at Norfolk County MCP a few weeks ago. Maintenance has been ongoing on equipment as needed - 2 electric ULV sprayers will be ordered, and a 4-cycle gasoline engine will be needed to equip the CMMCP fleet with 12 spray rigs for the 2004 season.
5. **Old Business:** No additional information was available regarding the fish kill incident last season in Chelmsford. Tim D. will have all information necessary to enable the Commission to make a decision at the April meeting.

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### 2004 Meeting Schedule:

January 8, ~~February 19~~, March 18, **April 8**, May 13, June 10, July 8, August 12, September 9, October 14, November 18, December 9

Tim & Tim reported on the NJMCA Meeting held from March 10-12, 2004. Many talks from the program were relevant to work in Massachusetts, and Tim D. hopes to have some of the presenters at the NMCA Annual Meeting this coming December.

Tim D. reported on the employee incident of last month, and the status of the mandated items for Mr. Cobat's continued employment. Mr. Cobat has been attending counseling as required, and has provided a note from the doctor for each of the sessions. The Commission is pleased with the decision of the Mr. Cobat to attend these sessions and hopes this will end all further incidents of this nature. The Commission would like Mr. Cobat informed of the Board's best intentions for success.

6. **New Business:** A SRB meeting with Project Commissioners is scheduled for March 25, 2004. Tim has a copy of the draft agenda and passed it out to the Commission. This is the same agenda that was e-mailed last week. Superintendents and Directors have been specifically excluded from this meeting, and the CMMCP Commission is concerned that without their direction this meeting may not prove to be productive. Tim D. has spoken to Mark Buffone, a SRB ad hoc member and Mark states that this meeting is purely informational. Mr. Day may possibly be able to attend, and Mr. Noguera is trying to work out his schedule to make the meeting also. Mr. Mazzarella stated that the strength of this Commission is each member's diverse knowledge in many areas, not just mosquito control. This Commission looks over many of the areas of this operations, from payroll to expenses to personnel situations - they are not a rubber stamp. The Commission would also like to note that the day to day running of the Project is placed in the capable hands of the Executive Director and his staff, and the Commission is not able to immerse itself in the minutiae of all areas of the Project. This Commission is dedicated to the improvement of the Board and staff at the Project, and welcomes areas that need to be enhanced but is not able to address routine operations at their monthly meetings.

The next discussion centered around the salary structure of the Temporary Laborers, a.k.a. summer interns. Tim would like to attract collegiate-level interns to assist the Staff Entomologist in surveillance and identification, and asked the Commission for discretion when offering the salary subject to the potential employee's college and/or work background. Currently the salary runs from \$10.00 to \$11.00 per hour in \$.25 increments, Tim would like the upper level to reach \$12.00 per hour. On a motion by Mr. Mazzarella, seconded by Mr. Smith the Commission granted the extended salary structure up to \$12.00 per hour subject to the Executive Director's discretion.



Tim D. noted that the CDL training for 2 CMMCP employees was on track, both employees have received their DOT card subject to the required medical exam, and both have passed the CDL permit test. Tim M. noted that both employees, Rich Greite and Tim Welch would like to thank the Commission for this opportunity.

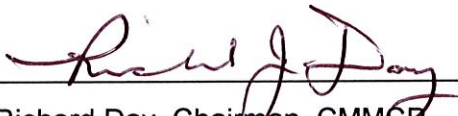
Tim & Tim are happy to report that all 4 new employees have passed their Pesticide exam; Mike Pojani, Leif Longtine & Pete Ramig passed the core exam, and Jeff Mills passed the specialty. These 4 employees have been hired full time and been placed in the salary matrix as Field Technicians, Grade A at an hourly salary of \$13.56. Ezra Taito has also passed his specialty exam on his 2<sup>nd</sup> try.

The opening for Crew Leader in District 4 has the next topic of discussion. Tim D. has recommended Ezra Taito to be promoted to this position. Tim feel Mr. Taito has shown good knowledge of mosquito control and shows promise in the area of supervision of employees. On a motion by Mr. Shuris seconded by Mr. Mazzarella the Commission voted unanimously to accept the recommendation of the Exec. Director and offer Mr. Taito the position of Crew Leader Grade A. Ezra will be offered the position today, effective March 22, 2004 at an hourly salary rate of \$16.88.

The status of the CMMCP fleet was on the agenda as the next item. 6 Ford Rangers have been ordered after we received a one-time waiver for 8 vehicles from OVM. These vehicles will cost \$12,134 each and should be ready for delivery by the end of April. 2 additional Chevy Silverados will be ordered for Nicole & Tim M. when we near the end of the FY04 cycle or begin in FY05. The CMMCP fleet recovery vehicle assigned to Tim D. has been delivered and is in service at this time.

Tim & Tim had information for the Commission regarding the status of the CMMCP Safety Committee. A Committee charge and organization structure has been written, and we will be filling this Committee soon. The Commission gave it's approval to the details of this Committee.

The meeting adjourned at 11:50 PM.

Approved:   
Richard Day, Chairman, CMMCP

Date: 