

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: May 13, 2004
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Pablo Noguera, George Smith, Tim Deschamps & Tim McGlinchy

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1. The minutes of the April 8, 2004 CMMCP Commissioner's minutes were unanimously approved.
2. The following payrolls were approved unanimously:

Apr. 10, 2004	\$14,016.40	Apr. 17, 2004	\$14,016.40
Apr. 24, 2004	\$14,425.90	May 1, 2004	\$15,515.43
May 8, 2004	\$16,219.58		
3. Submitted invoices for May 13, 2004 totaling \$264,006.41 were unanimously approved.
4. **Work Schedule:** A restoration project was completed in Chelmsford; Boxborough & Southboro are scheduled next. Crews have begun larviciding and report many wetlands full to capacity and breeding. The new staff has been trained and is working solo and/or partnered up as needed. We will begin treatment in catch basins next week; Tim D. has an informational memo outlining this program going out to all Boards of Health. Tim W. and Rich G. are setting up the ULV spray rigs; we anticipate adulticiding to begin the first week in June. The spray schedules have been sent to the various town Boards and Committees.
5. **Old Business:** Discussion continued on the fish kill incident in Chelmsford last season. Tim D. has contacted a vendor of these fish, and has also spoken to the resident of Chelmsford. Work will continue to determine the billing aspect and the actual scope of the replacements.

Curtis Best was introduced to the Commission, and stated that he had won his retirement hearing, but the State Retirement Board has appealed. Curtis will report any future news when it is received.

Tim D. reported on the status of the new security system; they are 85% done, and we expect to be fully functional by the first of June. The identification badges that will be issued to all employees will be required to be worn while on shift; they not only act as access control but as the official CMMCP ID.

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

The Clarke Mosquito Control seminar was discussed, Commissioner Geo. Smith commented that it was informative and timely, Tim. M. stated that it was also well attended. All CMMCP staff received pesticide contact hours for their attendance.

The RFR for the CMMCP computer network has been awarded to Excel-Lan in Northboro; Tim D. received 2 responses, and Excel-Lan was low bid at \$50/hour for installation and \$90/hour for maintenance.

Clean Harbors has been on site and removed all remaining pesticide residues and equipment. The pesticide room will be better organized as soon as possible.

Tim D. reported on the Town Meeting status: Lunenburg had their customary meeting and unanimously passed an article to continue their participation. Hopkinton also had a similar article, but not without controversy. Tim D. was in attendance all 3 nights, and Curtis Best was on hand the third evening to speak to the article and represent CMMCP. After much deliberation and TWO votes, the town unanimously voted to continue their membership. Tim D. plans to meet with the Health Agent to inform him about the Project and mosquito control in general.

6. **New Business:** Tim D. has received communication from the Mass. Attorney General's office regarding the assessments for the vehicle accidents for Ken Courtemanche and Charlie Swinerton. Tim has been in discussion with DAR General Counsel Larry McCormick about this and Mr. McCormick is working to reduce the dollar amounts.

The next agenda item was the annual COLA and salary recommendations. Tim D. passed out to the Commission several pieces of information, a spreadsheet with the current payroll, anticipated increases and the dollar amounts of any COLA increase that may be granted; a copy of the US Dept. of Labor Consumer Price Index was passed out showing a 1.7% increase in the cost-of-living; the current rate schedule and salaries of CMMCP employees was also handed out, as well as Tim D.'s recommendations for all employees. The Commission voted unanimously on a motion by Mr. Noguera, seconded by Mr. Smith to grant a 2% COLA to all employees, and the following step increases:

• Jay Begin	Crew Leader	Grade M	\$24.55
• Curtis Best	Staff Entomologist	Grade Q	\$28.62

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• Valerie Brown	Office Manager	Grade R	\$24.38
• Tim Deschamps	Executive Director	Grade H	\$40.02
• Nicole Granger	Wetland Coord.	Grade I	\$21.17
• Richard Greite	Crew Leader	Grade N	\$25.29
• Michael Johnson	Crew Leader	Grade D	\$18.82
• Leif Longtine	Technician	Grade B	\$14.24
• Tim McGlinchy	Director of Oper.	Grade C	\$26.67
• Jeffrey Mills	Technician	Grade C	\$14.67
• Michael Pojani	Technician	Grade B	\$14.24
• Peter Ramig	Technician	Grade C	\$14.67
• Edward Storonsky	Oper. Foreman	Grade H	\$27.22
• Charlie Swinerton	Technician	Grade H	\$17.00
• Ezra Taito	Crew Leader	Grade B	\$17.73
• Timothy Welch	Crew Leader	Grade F	\$19.95

Tim & Tim have finished working on the adulticiding SOP manual as directed by the Pesticide Bureau under administrative Order 04-PE-01. This is in regards to the incident in Stow last summer. A copy was passed out for Commission review. This will be forwarded to SRB and the Pesticide Bureau for their review. 3 ride alongs this summer will also be a condition of this Admin. Order.

Tim D. passed out a letter to Mr. William Porter from Natick. Mr. Porter had sent a nice note last month thanking us for working on the stream in his area, but had also included \$40 in cash. Tim sent a return letter thanking him for his generosity but stating we cannot accept cash or gifts. Tim sent back the \$40 in a postal money order.

The meeting adjourned at 11:55 PM.

Approved: _____

Richard Day, Chairman, CMMCP

Date: _____

June 10, 2007

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