

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: November 18, 2004
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Pablo Noguera, George Smith, Dean Mazzarella, Tim Deschamps & Tim McGlinchy – Donna D'Angelis (Lyme Initiative)

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NOTE: we have a guest at this meeting, Donna D'Angelis. She is looking to see the structure and format of the Commission to help her determine the best way to offer control of ticks and Lyme disease.

1. The minutes of the October 14, 2004 CMMCP Commissioner's minutes were unanimously approved.

2. The following payrolls were approved unanimously:

Oct. 16, 2004	\$14,101.60	Oct. 23, 2004	\$13,632.16
Oct. 30, 2004	\$13,514.80	Nov. 6, 2004	\$13,514.80
Nov. 13, 2004	\$13,514.80		

3. Submitted invoices for November 18, 2004 totaling \$92,940.52 were unanimously approved.

4. **Work Schedule:** Tim M. reports that the excavator has completed projects in Natick, Fitchburg, Marlboro, Tewksbury, Millbury and Sherborn, and is now in Littleton, and will be moving to Northboro, Westboro, Westford, Acton, and Billerica in the near future. Crews are busy preparing areas ahead of the tractor and performing hand cleaning. Equipment will be winterize and stored as necessary.

5. **Old Business:** The next agenda item is a request from employee Curtis Best to have his lawyer's fee reimbursed by the Project for his successful attempt to buy back retirement time. After a brief presentation by Curtis and discussion by the Commission, it was voted unanimously on a motion by Mr. Mazzarella to pay this expense, not to exceed \$4,000 because Mr. Best was on the forefront of this issue and hope it is resolved to benefit other CMMCP employees. Tim D. was asked to review the current "Legal Aid" section if the CMMCP handbook and determine if an update is necessary. This information will be presented to the Commission at the December meeting.

Tim D. has no new information on the vehicle accident settlements.

2005 Meeting Schedule:

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

The upcoming training courses were the next agenda item. Tim D. reports that we now have 5 new licensed equipment operators, for a total of 8. The restoration workshop attended by Tim D. and Nicole was well received and a presentation may be forthcoming for the next Commission Meeting. Nicole will present her information to the work crew next week.

The CMMCP Commission reappointments were the next topic of discussion. No new information was presented; SRB plans to interview on Dec. 1, 2004.

The Commission was informed that Nancy Allen, Health Director of Shrewsbury rescinded her offer to sit on the Commission. Mr. Shuris has indicated he would like to remain; Tim D. contacted SRB Chair Mark Buffone and was told Mr. Shuris should put his intention in writing to the Board.

Tim D. reminded the Commission that the NMCA Meeting is coming from Dec. 6-8, 2004 in Newport, RI. Mr. Day has been registered as an Associate. A tentative agenda was passed out to the Board.

Tim M. reported on the status of the Safety Committee. They have had another meeting and most items of concern have been addressed – the driver training issue is still pending, awaiting information from the trucking company.

6. **New Business:** DPH held a meeting on Nov. 17; Tim D., Tim M and Curtis were in attendance. Topics of discussion were contamination for adult collections – CMMCP had the lowest percentage at 0.95%. Tim D. commented that Curtis Best was to be commended for this fact. Another item was discussion of mailings to BOH and the public – DPH was asked to include the MCP's in these mailings. EEE was a major topic of discussion, and everyone involved are concerned that with the appearance of *Cs. melanura* early in the season – intervention strategies may need to be implemented early in 2005. This topic will be discussed further.

Tim D. reports the employee transfer from East Middlesex (Martin Carrigg) was dismissed due to unexcused absences; basically he reported to work the first week and then did not come back. Martin had moved and we did not have a phone number to call him – SRB in Boston was informed of this situation. 2 new hires, Giles St. Germain and Matt Fagnoli have been brought on staff.

Interviews have begun for an Office Manager – Valerie Brown will retire at the end of November after nearly 18 years. It is anticipated that we will have a new Office Manager by the start of December. Nearly 100 applications/resumes have been received, Tim D. anticipated interviewing 15-17 applicants.

2005 Meeting Schedule:

The Commission was presented with a meeting calendar for 2005 – the same format as years past; the 2nd Thursday of each month, 11:00AM at the Project office – approved.

Tim D. presented the Commission with a letter to Ralph Timperi, Asst. Commissioner at DPH commending him and his staff for new protocols implemented in 2004. Mr. Day signed this letter on behalf of the Commission.

Tim D. commented that he is beginning staff evaluation next month; Tim M. and Nicole will be first on the list, all other employees will be done in January.

The meeting adjourned at 11:50 PM.

Approved: _____

Richard Day, Chairman, CMMCP

Date: _____

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