

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

Date: January 13, 2005

Time: 11:00 AM

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

Present: Richard Day, Pablo Noguera, George Smith, Dean Mazzarella, Tim Deschamps

1. The minutes of the December 9, 2004 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Mazzarella, seconded by Mr. Smith.
2. The following payrolls were approved unanimously motion by Mr. Smith, seconded by Mr. Mazzarella:

Dec. 11, 2004	\$14,163.60	Dec. 18, 2004	\$14,221.20
Jan. 1, 2005	\$14,221.20	Jan. 8, 2005	\$14,221.20
3. Submitted invoices for January 13, 2005 totaling \$76,063.48 were unanimously approved on a motion by Mr. Mazzarella, seconded by Mr. Smith.
4. **Work Schedule:** Tim M. is at a computer training session today and Tim D. will give the Field Work report. All town totals were brought up to 2,500 feet of stream cleaned as a minimum – many towns surpassed this threshold. The excavator completed a job in Westboro and is scheduled to go to Westford next. The following towns have work ready for the excavator: Acton, Holliston, and Ashland, with these towns on deck: Natick & Lunenburg. Crews have been busy prepping ahead of the tractor and performing hand cleaning jobs. Crews have been inside on occasion during inclement weather, and Tim W. & Ed have upgraded the pesticide room with eye-wash stations.
5. **Old Business:** Tim reports that according to recent SRB minutes, the vehicle accident settlement issue is concluded. We will await the results of our assessment, estimated to be upwards of \$40,000 total.

Tim D. has no new information on the Legal Aid revision to the CMMCP policy. The Commission states that in lieu of any major revision the policy will be accepted as written last month.

The upcoming training courses were the next agenda item. Tim D. reports the following training sessions have been scheduled:

- ♦ Right to Know session is scheduled for tomorrow, Jan. 14, for all Project employees.

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

After discussion SRB determined to run this by the Legal Department for review. All Districts did agree to send approved minutes to SRB members by e-mail for their records.

A meeting at the DPH State Lab. will be held on Jan. 17. Additional information will be available for the February meeting.

SRB has scheduled a meeting the Waltham Field Station about insecticide resistance to pesticides. Tim, Tim & Curt are scheduled to attend.

Tim has expressed an interest in attending the New Jersey Mosquito Control Association annual meeting, to be held March 7-11. He is awaiting an agenda to determine if this meeting is worthwhile. The Commission has granted approval for Tim, Tim, Curtis and Nicole to attend this meeting if their schedules permit. If their attendance is confirmed the March Commission Meeting will need to be pushed back 1 week.

The next agenda item was the employee biannual performance reviews. Tim stated that he and Tim M. will be reviewing the rest of the CMMCP employees over the next few weeks. Each employee will meet with Tim M. and have a discussion on their review. Tim D. did speak about one employee in particular, Pete Ramig. Pete was hired in Jan. of 2003 and stepped in when our Mechanic was dismissed in April of that year, driving the excavator to the job sites. Pete has also received his Hoist license 2a, which qualifies him for the excavator, going for this license on his own initiative. Tim asked the Commission to consider reclassifying him to Operator Grade A, with the caveat that he will still perform on most occasions as a Field Tech, although he will be expected to utilize his Class A CDL whenever needed, as well as train employees for this license. While the Commission did not disagree with Tim's assessment of this employee, they did ask if a "stipend" or one time "bonus" for employees that gain extra training is possible. Tim was not sure, never having done this, and said he would check with Boston; this item will be reconsidered at the February meeting.

Tim next spoke about possible upgrades to the pesticide room, and told the Commission to anticipate about \$1,500 for these expenses.

The meeting closed with a comment from Tim about Nicole, her role as Wetland Project Coordinator, and the advances she has made in her position. Tim received a call from the local DEP representative, Mary Ann DiPinto, about a drainage issue in the town of Milford. Ms. DiPinto stated to the resident that

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

- ◆ A Chain saw safety course, sponsored by Oregon Cutting Systems, is scheduled for Jan. 18. Tim has invited participants from the other mosquito districts and CMMCP will need to rent chairs, and is providing lunch. Oregon will reimburse for lunch up to \$250.
- ◆ CPR and AED training will be done at the Red Cross facility on Feb. 28 for all employees
- ◆ 3 employees, Ed Storonsky, Pete Ramig & Tim Welch will go to a hands-on backhoe training on May 5
- ◆ The Class A CDL training is ongoing and Tim is coordinating with the 2 CMMCP employees

The Project, Mr. Mazzarella & Mr. Noguera have been informed that their reappointments to the CMMCP Commission have been confirmed. Dean & Pablo were congratulated on their reappointment.

Tim has correspondence from Jim Shuris & Mark Buffone, SRB Chair, regarding the open position on the Commission. Mr. Shuris would like to remain on the Commission but be on a "standby" basis until his new position with the Town of Concord allows him to attend the monthly Commission Meetings. SRB stated to Tim last week that they would like the CMMCP Commission to handle this issue as they see fit, and SRB will support their decision. Tim & Tim have been in contact with Paul Mazzuchelli, the Director of the Milford BOH, and he has expressed interest in becoming a Commissioner for CMMCP. After discussion it was decided that this Commission needs full time representation, and preferably someone from the southern part of the service area. Tim will contact Mr. Mazzuchelli to determine if he is interested in going forward with his nomination to the Commission.

6. **New Business:** Tim D. received a letter from the Pesticide Bureau, stating that the Pesticide Use Observations were completed. The letter did include a warning about extended applications with the truck mounted sprayers. This issue was brought to the attention of the field staff last summer and will be reinforced once the spray season is upon us once again. The applicator named, Jay Begin, will also be spoken to again about this matter at his biannual review.

An SRB meeting was held on Jan. 12, 2005 and Tim & Tim were in attendance. The first topic was the indemnification of Project Commissioners. A memo to SRB Counsel Larry McCormick from an intern of his department clarified this issue. Several Directors asked SRB to have Mr. McCormick recognize and approve this intern's opinion. Copies of the memo were made available to the CMMCP Commission. Another item of discussion was electronic posting of Commission minutes and agendas on SRB and District websites. Tim is concerned about personnel issues, such as reprimands, salary changes, etc.

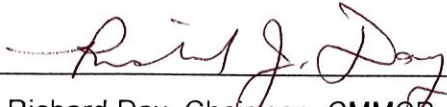
2005 Meeting Schedule:

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

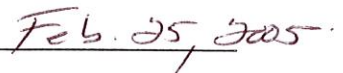
CMMCP may be able to assist in this situation. The fact that DEP recognizes the benefits of our restoration program and is recommending it to residents is a huge advance in communication between our offices. This is a great step towards Tim's goal of increased communication from CMMCP to agencies and residents. Tim also mentioned that Gary Gonyea, SRB member and the DEP rep. for SRB, has spoken to him on several occasion about Nicole, the Project and our restoration program. We are receiving some good comments from the DEP folks. Nicole has been congratulated for her hard work by Tim D. and was told the Commission would also be informed and the minutes would reflect the appreciation from the Commission.

The meeting adjourned at 11:45 PM.

Approved: _____


Richard Day, Chairman, CMMCP

Date: _____



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