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CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: October 13, 2005
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Pablo Noguera, George Smith, Dean Mazzarella, Tim Deschamps & Tim McGlinchy
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1. The minutes of the September 8, 2005 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Smith, seconded by Mr. Mazzarella.
2. The following payrolls were approved unanimously motion by Mr. Mazzarella, seconded by Mr. Smith:

Sep. 10, 2005	\$112,658.40	Sep. 17, 2005	\$13,179.53
Sep. 24, 2005	\$13,301.91	Oct. 1, 2005	\$13,009.58
Oct. 8, 2005	\$12,667.20		
3. Submitted invoices for October 13, 2005 totaling \$103,366.32 were unanimously approved on a motion by Mr. Mazzarella, seconded by Mr. Smith.
4. **Work Schedule:** Tim M. reports that surveillance for adult mosquitoes has ceased for the season unless we are notified of EEEv. He would like to note that Rich Greite, Mike Johnson and Charlie Swinerton did a good job assisting our Staff Entomologist Curtis Best in the adult surveillance program. The excavator has completed restoration projects in Natick & Holliston, and Millbury is on deck once all permission is secured. With the loss of our Wetland Project Coordinator and the wait for the Army Corps IP permit, excavator jobs will be confined to maintenance projects. Hand cleaning work has been done in Northboro, Sherborn and Ashland, with Sherborn and Millbury in progress. Scheduled work includes projects in Lunenburg, Boxboro, Hudson (2), Sherborn, Hopedale, Webster & Auburn. Tim and Tim will continue to line up hand cleaning jobs for the work crews until a replacement for the WPC position is in place and up to speed. With the inclement weather the past week Rich Greite has been training at the shop for his CDL Class A permit. Rich intends to go for this license in the next few weeks. All crews have been rotating through their district towns cleaning culverts during the inclement weather. The ULV spray rigs will be winterized over the next few weeks.
5. **Old Business:** The CMMCP phone system was discussed. Tim D. has no new information at this time. The phone has been rather quiet, and his time in the field has prevented him from looking into this topic further. More information may be available for the November meeting.

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The open employment positions were the next agenda item. We currently have 3 positions open, 2 Field Techs and the Wetlands Coordinator. Interviews will begin tomorrow and Tim hopes to have replacement hired by the next Commission Meeting.

6. **New Business:** On September 15 we hosted a class of Clark University students and their Professor. A PowerPoint presentation on mosquito control methods & mosquito biology as well as a field trip to some of our surveillance sites was given to the students. Although the weather wasn't favorable, the class and Professor Livdahl were receptive to the presentation and very appreciative. Tim passed around to the Commission an e-mail from Prof. Livdahl thanking us for our time and service to his Vector Ecology class.

Tim and Tim met with the Billerica Town Manager and the Health Director on Sept. 20, 2005. It was a general meet and greet session, and we prepared some informational materials for the Town Manager to review. The Town Manager stated that he will support the Health Director's request for additional monies at the Special Town Meeting for the aerial larvicide program as well as their catch basin program.

A representative from the Division of Capital Assets Management (DCAM) agency was on site on Sept. 30, 2005 to look over the facility in preparation of another 5 year lease renewal. This will be a full blown lease renewal with RPF's posted as legal ads in local newspapers, etc. Tim D. will receive the lease renewal forms soon and will process them right away and get them back to DCAM to expedite the process. Due to the short time frame it may be necessary to have a lease extension for 1 year before a full 5 year lease is done.

The SRB meeting originally posted for Oct. 12, 2005 has been moved to Nov. 7, 2005 in Amherst, MA. Commissioner Smith is due to be interviewed as part of the renewal process, and Tim D. is trying to work out an appointment that fits into Mr. Smith's schedule.

A meeting with MDPH personnel and other interested parties is scheduled for Oct. 19, 2005 at the Waltham Field Station. Tim, Tim and Curtis plan to be in attendance.

Tim D. is working with HR in Boston to schedule a workplace violence/sexual harassment seminar for all Project employees. He has been told of a scheduled meeting in Boston, but parking issues do not

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make this a viable option. A few other mosquito projects have inquired about this training and the possibility of having it at the Waltham Field Station.

Tim D. had information for the Commission regarding the current arbovirus situation in the CMMCP area, as well as statewide. Activity has slowed but not stopped completely, and we will have surveillance gear and spray rigs ready if the situation warrants it.

Tim D. has prepared the FY07 spending plan and has forwarded it to SRB. Tim included a cover letter he wrote that Commission Chair Richard Day has approved, outlining the CMMCP fiscal plan for FY07 and detailing the reasons for the requested increase of 4.5%. The total budget request is \$1,473,888, a \$63,946 increase over FY06. On a motion by Mr. Mazzearella, seconded by Mr. Smith, the CMMCP Commission unanimously voted to accept this amount as the CMMCP fiscal budget request for FY07. It is anticipated that SRB will certify the budget amounts at the November meeting.

An e-mail from a resident of Littleton was shared with the Commission thanking us for our service in 2005. Rich Greite is the main contact this resident has with our field staff, and she states that *"The folks on the phone and in the field are all very friendly, professional and efficient in their jobs."* Tim has responded with an e-mail thanking her for her support and offering service again in 2006.

The meeting adjourned at 11:55 PM.

Approved: 
Richard Day, Chairman, CMMCP

Date: Nov. 10, 2005

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