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CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: November 10, 2005
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Pablo Noguera, George Smith, Paul Mazzuchelli, Tim Deschamps & Tim McGlinchy

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1. The minutes of the October 13, 2005 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Smith, seconded by Mr. Noguera. A correction was noted for the Sep. 10, 2005 payroll amount, it should read \$12,658.40 not \$112,658.40

2. The following payrolls were approved unanimously motion by Mr. Noguera, seconded by Mr. Smith:

Oct. 15, 2005	\$12,667.20	Oct. 22, 2005	\$12,667.20
Oct. 29, 2005	\$12,667.20	Nov. 5, 2005	\$13,001.12

3. Submitted invoices for November 10, 2005 totaling \$65,390.97 were unanimously approved on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli.

4. **Work Schedule:** Tim M. reports that the crews have been performing stream maintenance jobs. During inclement weather they have been culvert cleaning and stream cleaning. Maintenance jobs have been completed in Boxboro, Hudson, Sherborn (2), Hopedale, Millbury, Northbridge & Billerica. Work is ongoing in Marlboro/Southboro, Billerica & Auburn. We have jobs on deck in Chelmsford, Ashland, Webster, Lunenburg, Wilmington, Stow, Hudson & Natick. Tim M. reports that we had a Safety Committee meeting on Oct. 25, 2005. The Committee adopted a policy for the entire Project making it mandatory to wear eye and ear protection while in the field (prior it was optional) and to wear reflective vests while performing all roadside work. Tim M. also stated that new helmets with eye and ear protection have been purchased for everyone. The Committee has been made aware that 2 new employees will be starting in the field and that everyone is charged with the responsibility of making sure they are working in a safe manner.

5. **Old Business:** The CMMCP phone system was discussed. Tim D. has contacted a local business on contract and they are looking into a computer software version of a "queue" system. To have a dedicated, stand-alone system would cost in the range of \$30,000 to \$45,000. This option would be significantly cheaper, in the neighborhood of \$2,000. We would need to have additional phone lines

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installed at additional cost. Tim has been promised he will have a quote from this company for the next Commission Meeting.

Employee measurables for merit raises was the next agenda item but no information was ready to be presented at this time.

A MDPH Meeting was held on Oct. 19 at the Waltham Field Station. Tim and Tim were in attendance; Curtis had a death in the family and was not able to attend. The Commission expresses it's condolences to Curtis and his family. Topics at the meeting included a season wrap up, and the possibility of work groups to fine tune the Vector Response Plan in anticipation of aerial applications of adulticides.

An SRB meeting was held on Nov. 7 at the Notch Visitor's Center in Amherst, MA. Topics included Commission reappointments (Geo. Smith has not been interviewed yet but is considered still a member of the CMMCP Commission), work in non-member municipalities (a policy may be forthcoming), sexual harassment & workplace violence seminar (HR in Boston anticipates a meeting in January) and a brief budget discussion.

6. **New Business:** Tim D. reports that we have staffed all 3 open positions, 2 Field Techs and the Wetland Project Coordinator position. Sean Healy started Oct. 31 and Jonathan Briggs started Nov. 7 – they are the Field Techs and were brought in at the CMMCP starting rate of \$12.00/hour. After their probationary period and passing the Core Exam, they will be upgraded to Field Tech. Grade A, currently \$13.84. Amanda Hope is our new Wetland Project Coordinator, and her salary starts at \$19.38, Grade F.

Tim D. reports that he has heard from HR in Boston that former employee Nicole Granger has filed for unemployment compensation, citing sexual harassment in the workplace. An appeal has been filed and a hearing will be scheduled in the near future. Additional information will be presented when it is available.

The 2005 Arbovirus season has concluded with no new virus isolations since the last report to the commission on Oct. 13. We collected 3,607 pools of mosquitoes, and 1,192 were submitted for testing (MDPH has a 60 pool limit per week per mosquito district). Of those submissions, we had 8 positive pools; 6 WNV and 2 EEE. This breaks down as follows: Westboro, 4WNV and 2 EEE; Holliston 1 WNV (1 EEE from MDPH); and Wilmington with 1 WNV.

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Our satisfaction survey response time is nearly concluded, to be Nov. 15. To date we have received 224 responses from 1,000 postcards mailed. Once the time has concluded, Tim and Tim will compile the results and present them to the Commission, probably after the holidays. Initial results are very favorable, with good comments and suggestions from residents. The Commission received a breakdown of how many cards were mailed to each town, broken down by percentage according to how many request were received this year. As expected, initial response was very high and it has tapered off.

The annual NMCA Meeting will be held from Nov. 28-30 in Northampton, MA. Tim, Tim and Curtis will attend all 3 days, and Amanda will day trip for those 3 days as well. All other employees with the exception of Karen will day trip on Tuesday. CEU credits will be available for all employees. No Commissioners will be available to attend this year from CMMCP. Geo. Smith will be honored with the NMCA Colburn award for 20+ years of service to mosquito control. The Commission congratulates George, and Tim D. will accept in his stead.

A schedule of meeting dates for 2006 was discussed and approved. As usual, the 2nd Thursday of each month will be the scheduled meeting date, and this date can be moved if needed.

The DCAM visit scheduled for today has been postponed – no word on the new date.

The meeting adjourned at 11:50 PM.

Approved: Richard J. Day
Richard Day, Chairman, CMMCP

Date: December 8 2005

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