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CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: June 14, 2007
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, George Smith, Pablo Noguera, Paul Mazzuchelli Tim Deschamps & Tim McGlinchy

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1. The minutes of the May 10, 2007 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Smith, seconded by Mr. Noguera.

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

May 12, 2007	\$17,934.45	May 19, 2007	\$17,879.04
May 26, 2007	\$16,751.58	June 2, 2007	\$18,300.64
June 9, 2006	\$17,617.12		

3. Submitted invoices for June 14, 2007 totaling \$124,353.35 were unanimously approved on a motion by Mr. Noguera, seconded by Mr. Smith.

4. **Work Schedule:** Tim M. reports that the crews have are working the night shift and ULV spray season is in full swing. As of 8:00am this morning we have received 4,171 requests for adulticide spraying, of which we have serviced 2,403. This includes 107 requests for special event spraying. This leaves 1,768 requests outstanding. Some crews are working overtime on Fridays to make up the backlog. Tim D. notes that we have received almost 2,100 (half) requests through the website, and in the off-season he will look into software that will place the information directly into our database. Excavator work completed this month include jobs in Natick and Hudson, with Sherborn, Westboro and Boxborough scheduled. We are currently trapping in all Project towns and have started submitting mosquito pools to MDPH. Tim D. notes that surveillance updates are posted weekly on our website. He also notes that Tim M. and Karen have been doing a great job answering the large volume of phone calls. Tim M. stated that several employees have signed up for the beaver trapping program through DFW. Tim D. is also coordinating through Mike Gildesgame at DCR to see if we can set up a class for CMMCP employees.

2007 Meeting Schedule:

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

5. **Old Business:** Tim D. reports the Devens community has been in contact and they are working on the additional requirements for membership requested by SRMCB.

The Town of Grafton held their Annual Town Meeting on May 14, 2007 and had an article to join CMMCP. Tim and Tim were in attendance, but the article did not pass.

The Town of Boxborough voted successfully to add additional funds to the BOH account for their aerial larvicide program; Tim and Tim were at the meeting to answer questions on mosquito specifics.

SRMCB held a meeting on May 30, 2007. Major topics covered were certifications of budgets, and new label language for synthetic pyrethroids.

The Town of Uxbridge voted on June 13, 2007 to become a member of the Central Mass. Mosquito Control Project service area. On a motion by Mr. Smith, seconded by Mr. Mazzuchelli, the CMMCP Commission voted unanimously to accept Uxbridge as its newest member. Tim D. will work with the town, SRMCB, Dept. of Revenue and other agencies to complete the process.

6. **New Business:** At the request of Rep. Micelli's office, the Tewksbury Board of Health called a meeting of MassHighway, Tewksbury BOH and Highway Dept., and CMMCP. The topic was the drainage situation on Rt. 38 at the old police station. Tim D. and Amanda were in attendance for CMMCP, and we will follow this situation and offer whatever assistance we can.

Northbridge Selectmen requested Tim D. attend a meeting on June 4, 2007 at 7pm. This was a general Q&A session, and Tim answered questions about our services, trapping, spraying, etc.

DAR and DFW have a draft MOU regarding mosquito control and endangered species areas. Tim gave a copy of the draft for Commission review, and will track the progress and note any changes to our program as a result of this memo.

At the SRMCB meeting on May 30, we were told of a new restriction on ULV applications using synthetic pyrethroids. Per the label and EPA, we must not apply until after astronomical sunset, and before astronomical sunrise. There has been some discussion at the federal level about a half hour leeway, and SRMCB will follow up on that. All field crews have been given a sheet with the sunset times, and have been notified that this new restriction is in place effective immediately.

2007 Meeting Schedule:

Tim D. gave the Commission a breakdown of our fiscal accounts for the FY07 year end. According to this preliminary estimate, we will have about a \$95,000 surplus. Tim has been talking with Projects Administrator Alisha Bouchard and this matches her estimate. Tim notes that this is less than the 10% cap recommended by SRMCB.

Tim informs the Commission on a property damage incident in Dracut on June 11, 2007. Field technician Steve MacNeil backed into a basketball hoop in a resident's driveway causing it to lean. The homeowner is requesting compensation for the damage, and Tim is coordinating this through the legal department at DAR.

Tim D. reports that all open positions at CMMCP have been filled. We have 6 seasonal staff and 1 more full time employee making 18 FTE and 6 seasonal positions at CMMCP.

The next agenda item was the annual COLA and merit raise discussion. Tim D. prepared a memo regarding merit raises recommendations for CMMCP employees, and also had the Consumer Price Index for the Commission to review regarding a COLA. Also included was a spreadsheet detailing the current payroll, requested merit raises and possible COLA from 0-7%, along with the associated costs. On a motion by Mr. Noguera, seconded by Mr. Smith the Commission unanimously voted to adjust the CMMCP pay scale for full time employees as a COLA by 3% effective July 2, 2007. On a motion by Mr. Mazzuchelli, seconded by Mr. Noguera the CMMCP Commission unanimously voted the following changes to CMMCP hourly salaries, effective July 2, 2007 (Note: these salaries include the 3% COLA):

<u>NAME</u>	<u>NEW PAY RATE</u>
1. Edward Allard	\$16.92
2. Jay Begin	\$29.18
3. Curtis Best	\$34.00
4. Jonathan Briggs	\$17.43
5. Frank Cornine	\$19.86
6. Timothy Deschamps	\$47.54
7. Richard Greite	\$30.03
8. Sean Healy	\$17.43
9. Amanda Hope	\$22.36
10. Stephen MacNeil	\$16.92
11. Timothy McGlinchy	\$34.63
12. Karen Millet	\$19.73
13. Michael Pojani	\$19.28
14. Giles St. Germain	\$19.28
15. Edward Storonsky	\$32.34
16. Charlie Swinerton	\$21.07
17. Timothy Welch	\$24.11

2007 Meeting Schedule:

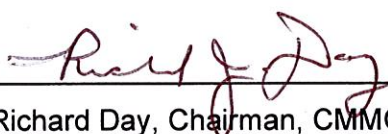
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Tim D. thanked the Commission on behalf of himself and all CMMCP employees.

Tim had received correspondences from a resident of Hudson thanking us for our services (this was cc'd to SRMCB), and a letter from the resident of Natick where we performed the bank stabilization project expressing his appreciation.

On a personal note, Tim D. requested the Commission grant him 2 consecutive weeks vacation, starting in late June going into early July. On a motion by Mr. Smith, seconded by Mr. Noguera Tim's request was unanimously granted. Tim D. expressed his sincere gratitude to the Commission.

The meeting adjourned at 11:55 PM

Approved: 
Richard Day, Chairman, CMMCP

Date: 7/12/07