

# CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

## MINUTES OF THE COMMISSIONER'S MEETING

Date: November 8, 2007  
Time: 11:00 AM  
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532  
Present: Pablo Noguera, Paul Mazzuchelli, Dean Mazzarella, George Smith, Tim Deschamps & Tim McGlinchy

1. The minutes of the September 13, 2007 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Mazzarella, seconded by Mr. Noguera.

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

Sept. 15, 2007	\$17,978.85	Sept. 22, 2007	\$17,976.101
Sept. 28, 2007	\$17,981.60	Oct. 6, 2007	\$17,981.60
Oct. 13, 2007	\$17,981.60	Oct. 20, 2007	\$17,981.60
Oct. 27, 2007	\$17,981.60	Nov. 3, 2007	\$16,844.40

3. Submitted invoices for November 8, 2007 totaling \$184,274.41 were unanimously approved on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli.

4. **Work Schedule:** Tim M. reports that the work crews are all now working in their districts performing ditch maintenance work. About half of the crews were involved in the trapping and surveillance program at the end of the summer. They have all returned to their districts to perform ditch maintenance as DPH has stopped receiving mosquito samples. The excavator is currently in Boxboro on Middle Road at the Steele Farm Nature area. This is a former farm that is now town owned property with a degraded agricultural ditch. Ditch maintenance jobs ongoing or completed since the last meeting are: Tewksbury, Billerica (2), Acton, Marlboro, Southboro, Sherborn (2), Westboro, Holliston, Auburn and Hopedale. Upcoming work includes Billerica (2), Leominster, Lunenburg, Marlboro, Holliston, Westford and Sherborn. Excavator work scheduled is Billerica, Boxboro (2), Ashland, Lunenburg, Leominster, Holliston and Sherborn. The Safety committee held a meeting on Sept. 14. Items discussed were; one employee (Brian Nichols) addressed the issue of bee sting allergies; new safety vests are now mandatory on all work sites that were the excavator is operating, and there is a chainsaw safety class scheduled for Nov. 16 for 10 employees. We are also looking into the 10 hour OSHA course to see if it fits in with our training goals. Tim D. has updated the required

### 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**

safety posters for the office, and we are on a regular update schedule. We are also exploring additional forklift training for employees that did not attend in 2006.

5. **Old Business:** Tim D. has information on the moratorium placed on merit raises and COLA imposed by SRB. The topic was on the agenda for the Sept. 17 SRMCB meeting in Boston, and it has been made clear that SRMCB will work to clarify pay scale issues and it is hoped the issue will be settled before the next round of raises is submitted. SRMCB was asked to place a deadline for the moratorium but the request was denied.

Tim and Tim attended the MHOA conference in Springfield on October 24 & 25. They met with several Health Board representatives from member and non-member cities and towns.

6. **New Business:** Mosquito-borne virus information for late August, September and early October was discussed with the Commission.

Tim has received the Sustaining Membership certificate and PESP certificate from AMCA. The Commission discussed the timing of a press release regarding this topic, and it was agreed that a spring 2008 release coinciding with the start of the larval control program would be best.

Tim D. has received a quote for a survey of resident we serviced in 2007; the cost would be a/o \$8,255. Since that is quite higher than expected, Tim will go forward with the postcard mailing and web survey that worked for us in 2005. Results are expected by years end, possibly for the December Commission meeting.

MDPH had a season ending meeting in Canton on October 12, 2007. Tim M., Curtis Best and Frank Cornine were in attendance. There may be some off-season changes, but nothing drastic is intended at this time.

The SRMCB held a meeting on October 31, 2007. The main agenda topic was the BMP for inland ditch maintenance.

The Commission was reminded that the NMCA annual conference will be held in Plymouth, MA from Dec. 3-5. No Commissioners are able to attend, but all CMMCP field staff will attend the Tuesday

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session, with possible options for Monday and Wednesday. Tim M. has scheduled a truck inspection by an Inspector from the Mass. pesticide Bureau as a component of the Program. The Commission approved full Delegate attendance for Tim D., Tim M., Curtis Best, Amanda Hope and Frank Cornine.

Tim informed the Commission that we have started to go through the no spray lists to weed out incorrect and unconfirmed addresses. Karen Millet has already begun confirming what we have on the lists, and after she's done we will have the field crews check through Assessor records and then perform site visits. Any addresses in question will then receive a letter from us – no address will come off the list unless we are absolutely certain that the homeowner does not want to be an exclusion.

Tim passed out a blood donation policy copied from state policy – he requested this be added to the CMMCP Employee manual handed out at the September meeting. The Commission agreed to his request, and on a motion from Dean Mazzarella, seconded by George Smith the CMMCP employee manual, as revised November 8, 2007 was unanimously accepted as CMMCP policy.

The BMP for inland ditch maintenance, as accepted by SRMCB, was passed out to the Commission for review. CMMCP personnel have been intimately involved in this process since its inception.

Tim passed out a revised SOP manual for Commission review. He will mail a copy to any Commissioners not in attendance today. He requests that the Commission come to the December meeting ready to discuss this document and vote to affirm.

Tim also had a copy of the bottle assay report as filed from Frank Cornine, our Field Biologist. The Commission scanned the document and sent their appreciation to Frank.

Tim also wanted to comment for the record that Amanda Hope, the Wetland Project Coordinator did an excellent job coordinating with several agencies, as well as legislative aides on the Tewksbury Rt. 38 (old Police station) project. The Commission sent their gratitude to Amanda.

No correspondences were received for review.

The meeting adjourned at 11:45 PM

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

Date: Jan 18, 2008

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