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CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: January 14, 2009

Time: 11:00 AM

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

Present: Richard Day, Pablo Noguera, Paul Mazzuchelli, Sam Telford, Tim Deschamps & Tim McGlinchy

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1. The minutes of the December 17, 2008 CMMCP Commissioner's minutes were unanimously approved on a motion by Mr. Mazzuchelli, seconded by Mr. Telford.
2. The following payrolls were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Telford:

Dec. 20, 2008	\$16,657.20	Jan. 3, 2009	\$16,657.20
Jan. 10, 2009	\$16,657.20		
3. Submitted FY08 invoices for January 14, 2009 totaling \$66,339.09 were unanimously approved on a motion by Mr. Mazzuchelli, seconded by Mr. Telford.
4. **Work Schedule:** Tim M. reports that the field crews are performing ditch maintenance throughout the districts, but inclement weather has slowed progress. During inclement weather crews have been doing maintenance on equipment and the facility. The mechanic room's walls have been painted, and we are updating the shelves and storage units. The crews have also been helping with ditch maintenance paperwork and restocking PR materials in town halls and libraries. Crew have completed jobs in Hudson, Hopkinton and Sherborn (phase 1) and are working in Chelmsford (2), Lancaster and Auburn. Jobs are ready to go in Ashland, Hopedale and Tewksbury. Crews also helped out the City of Leominster for one day with cleanup up from the recent ice storm.
5. **Old Business:** A drug testing policy was discussed briefly; Tim D. has polled all the other mosquito control districts and none have an established policy. The Commission directed Tim to work on a basic policy for Commission review next month.

The Commission received job classifications for all CMMCP positions with recommended revisions. The Commissioners will review these documents and discuss them at the February meeting. Commissioner Mazzarella who is not in attendance today will receive this document through the mail.

2009 Meeting Schedule (revised):

January 7, **February 11**, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 7, November 18, December 9

Tim had copies of the recent resident survey, and the results are similar to the 2005 and 2007 surveys.

6. **New Business:** Tim M. noted that he is working on a packet for schools regarding the Children's Protection Act. More information will be available next month.

Tim D. requested permission to attend the NJMCA annual meeting in March with Tim M., subject to budget and travel restrictions. The Commission granted approval for this training conference.

The AMCA will have a "webinar" (web-based seminar) on IPM on Jan. 21, 2009 Tim has registered 4 CMMCP employees, himself, Tim M., Curtis Best and Frank Cornine.

Tim passed out a recent news article on the Clean Waters Act and NPDES permits. This situation is still in flux, and additional information will be discussed when it becomes available.

The open field technician positions will be posted soon. Hiring is anticipated in late February or March.

Tim M. recently performed employee evaluations. Informal reviews will be held in May.

There is a Water Management Team (WMT) meeting scheduled for Jan. 30, 2009. Tim, Tim and Wetland Project Coordinator Katrina Proctor plan to attend.

One addition being worked on for the SOP manual are beaver control and mitigation guidelines. As a reminder, we will have the entire SOP manual for Commission review in a few months.

CMMCP annual reports will begin to be compiled soon, with distribution once completed.

The standard letters to city and town clerks regarding 333CMR 13.05 (no spray exclusion process) have gone out to all member cities and towns.

CPR/AED training for all employees has been scheduled for Feb. 12, 2009.

The meeting adjourned at 11:46 PM

Approved: _____


Richard Day, Chairman, CMMCP

2009 Meeting Schedule (revised):

Date: _____

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