

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: February 9, 2011

Time: 11:00 AM

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

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

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At 11:06 AM Commission Chair Richard Day declared there was a quorum and the meeting commenced.

1. The minutes of the November 10, 2010 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Noguera.
2. The following payrolls were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Noguera:

Nov. 13, 2010	\$19,476.40	Nov. 20, 2010	\$19,476.40
Nov. 27, 2010	\$19,476.40	Dec. 4, 2010	\$19,476.40
Dec. 11, 2010	\$19,476.40	Dec. 18, 2010	\$19,476.40
Dec. 25, 2010	\$19,476.40	Jan. 1, 2011	\$19,476.40
Jan. 8, 2011	\$19,476.40	Jan. 15, 2011	\$19,436.00
Jan. 22, 2011	\$19,436.00	Jan. 29, 2011	\$19,436.00
Feb. 5, 2011	\$19,436.00		

3. Submitted FY11 invoices for February 9, 2011 totaling \$344,227.38 were unanimously approved on a motion by Mr. Mazzuchelli, seconded by Mr. Noguera.
4. **Work Schedule:** Tim M. reports that the crews are now working on indoor maintenance projects or shoveling out hydrants as a result of the snow and ice accumulation. We hope to get the excavator out working this week or next. Hydrants have been shoveled out in Westboro, Northboro, Shrewsbury, Auburn, Chelmsford and Leominster. In November and December the crews conducted low impact stream cleaning through-out the entire CMMCP district to ensure that all towns benefited from the water mgt. program. The crews all exceeded the goal of 3,000 ft. of stream cleaning in each member city/town. Crews have also been working on the GIS program via updating No-Spray locations and lat/long coordinates. Ditch maintenance jobs were completed (hand work) in: Sherborn, Webster, Shrewsbury, and 2 in Blackstone. Field crews are currently working in Blackstone and Littleton and will return when the weather allows. Excavator jobs were completed in Chelmsford and two in Littleton; the Acton project on Mohawk Dr. and Elm St. was cancelled after meeting with town engineer due to poor

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drainage elevation. The excavator is currently working in Fitchburg performing tree removal at Shea Brook, and will return when the weather cooperates. Excavator jobs are ready in Hudson (2), Sherborn, Leominster (3) and Shrewsbury (2). Ditch maintenance jobs (hand work) are ready in Lunenburg, Wilmington, Marlboro, Hudson, Tewksbury, Chelmsford, Millbury and Uxbridge. Reports from the tire program show 3,523 tires (35.23 tons) recycled as of 2/9/11, and 297 in 15 towns since the last Commission Meeting in Nov. 2010. The Safety Committee met on December 22; topics of discussion were the tree felling policy, equipment needs and employee training (RTK and CPR/First aid). We had our first workmans comp incident in three years, an employee was hit with a rake in the chin that required four stitches.

5. **Old Business:** Tim D. reported on the pubic meeting in the town of Harvard on Nov. 30, 2010. Tim McGlinchy and Sam Telford also attended, and about two dozens residents showed up; some asked questions, mostly about the spray program. Tim thanked Tim and Sam for coming out and sharing their expertise.

Tim D. met with the Bolton Board of Health on December 14, 2010 and answered questions about our program. The BOH seems very receptive to joining the Project, and there was discussion on planning a public meeting before the Bolton annual meeting in the spring.

The CMMCP FY/12 budget meeting was held on February 8, 2011 as required by SRB. The budget policy in place was followed; invitations were sent to all Boards of Selectmen, Town Managers and Finance Committees with a 2 week notice, a legal notice was placed in the Boston Globe, and information was generated, but no one from the public attended, only Tim M. and Sam Telford. Tim thanked Tim and Sam for coming out.

6. **New Business:** The CMMCP annual reports will begin production in the next week or so and will be delivered to all town departments once complete.

Tim D has looked into upgrades to the CMMCP phone system; he has one quote in hand but this will need to be sent out to at least two other vendors for quotes.

The SRB had their first quarterly meeting of 2011 in Northboro, and Tim was able to give a presentation on our program. Other topics of discussion were FY/12 budgets and the NPDES permit situation. Tim thanked Commissioners Richard Day and Sam Telford for attending.

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January 12, February 9, **March 16**, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December 14

Tim and Tim met with Representative Carolyn Dykema on February 7, 2011 to discuss issues around tick control, Lyme Disease and flooding issues in Holliston.

Tim has been informed that the public meeting for the town of Bolton will be February 24, 2011; time and location TBD.

New procurement procedures are in place requiring quotes on all purchases, it will take a little time to determine how this will affect our program.

Tim and Tim will attend the NJMCA annual meeting in Atlantic City from March 8-11, 2011. A TAF form has been submitted, and this will necessitate changing the date of the March meeting.

CPR/AED/first aid training has been set for Feb. 18, 2011 for all Project employees.

More information was given on the tree removal project in Fitchburg; we have coordinated with the City to use one of their chippers, and an operator from NE Mass Mosquito & WMD along with a tracked dump truck was used to bring all wood to a location for removal. The cost of an operator and the tracked vehicle is about \$280/day.

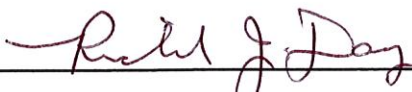
Tim informed the Commission about additions to the website, we now have a YouTube account where videos from our program can be uploaded and shared with the public.

The Clarke Workshop will be held at the Project's office on April 7, 2011.

Thank you letters were received from residents of Marlboro and Chelmsford, as well as the BCMCP Commission thanks us for the equipment loan over the past summer.

The meeting adjourned at 12:07 PM

Approved: _____


Richard Day, Chairman, CMMCP

Date: _____

3-16-1

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