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**CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT**

**MINUTES OF THE COMMISSIONER'S MEETING**

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Date: March 21, 2012  
Time: 11:00 AM  
Place: CMMCP headquarters, 111 Otis Street, Northborough, Massachusetts 01532  
Present: Richard Day, Pablo Noguera, Dean Mazzarella, Sam Telford, Tim Deschamps & Tim McGlinchy  
Paul Mazzuchelli was not in attendance.  
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1. At 11:10 AM Commission Chair Richard Day declared there was a quorum and the meeting began.
2. The minutes of February 8, 2012 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Telford.
3. The following payrolls were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Telford:

Feb. 11, 2012	\$18,076.40	Feb. 18, 2012	\$18,331.20
Feb. 18, 2012	\$ 1,274.00 (retro pay raise)		
Feb. 25, 2012	\$18,331.20	Mar. 10, 2012	\$18,331.20
Mar. 17, 2012	\$18,331.20		
4. Submitted FY/12 invoices for March 21, 2012 totaling \$133,695.18 (including payrolls) were unanimously approved on a motion by Mr. Noguera, seconded by Mr. Telford.
5. **Work Schedule**: Work crews are finishing up ditch maintenance work and will begin to prepare for the upcoming larvicide season. Crews are scheduled to start larviciding at the end of the week. The excavator just completed jobs in: Leominster (2) and Shrewsbury. We have excavator jobs ready to go in Hopedale and Hopkinton, with jobs pending in Westford, Marlboro, Blackstone, Milford and Holliston. We have handwork in progress in Marlboro and Billerica, with jobs finished in Boxboro, Billerica (2), Southboro, Hopkinton (2), Blackstone, Hudson, Wilmington, Shrewsbury, Millbury, Sherborn and Millville. Tire program update: to date we have recycled 65.6 tons (6,560 tires), and in the past month we had projects in Billerica (130), Fitchburg (161), Ashland (113), Dracut (182), with residential pick ups in Tewksbury (2), Lunenburg (11), Shrewsbury (2) and Millbury (220).
6. **Old Business**: Tim D. had an update on our NPDES permit. The Notice of Intent (NOI) for the NPDES permit was filed it electronically and has been approved after some modifications and delays.

2012 Meeting Schedule:

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January 11, February 8, March 21, **April 11**, May 9, June 13, July 11, August 8, September 12, October 10, November 14, December 12

There was a webcast on March 1 that Tim viewed, and both Tim and Tim attended a meeting at the UMASS campus in Worcester on March 21 that was held by EPA.

SRB Form-3 is in the mail, and as of today we have received 4 responses, all in support.

The Clarke Workshop is scheduled for tomorrow at 8:30am. All Commissioners are invited to attend.

Tim D. will be co-teaching the vector response module at the EHTER training session in Norwood on April 4, 2012.

The CMMCP annual reports are complete and posted online; a memo has been sent to all City & Town Clerks asking them to alert town boards and committees that the reports is available online and in hard copy by request.

7. **New Business:** Tim D. had a letter from the USDA thanking us for our participation in the population genetics study last year.

Tim D. met with the Natick Board of Health and other personnel on March 8, 2012 as part of a task force to study the Lyme Disease situation in town. Tim brought the public information we have on hand and assisted with other advice.

The SRB had a quarterly meeting on March 14, 2012 at the Cape Cod Community College. Main agenda topics were NPDES and budgets.

Tim D. has taken out the OML remote participation information from the Sec. of State's guidelines for Commission review. After review, and on a motion by Mr. Telford, seconded by Mr. Noguera, this policy has been accepted by a unanimous vote.

The electronic field data collection is in progress, Tim hopes to have a more detailed review soon.

Tim M. reports that we are up to 70% compliance with the CPA. The Commission thanked Tim for his hard work in this area.

Tim D. has just started monitoring annul town meeting warrants; to date both Westboro and Westford have their meeting set without any mention of CMMCP. No towns are joining at this time.

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Upgrades to our alarm system will be necessary due to the fact the company that installed it is no longer on state contract and we are having significant issues.

Tewksbury will have their annual health fair on May 2, from 3-7pm; CMMCP will have a booth.

We have been asked to set up a display at the Shrewsbury Garden Club meeting on May 19.

The CMMCP pay scale was reviewed again, and it was decided to move forward with the merit pay changes (pay scale and bi annual reviews) as soon as possible.

We have 5 open seasonal positions, and these have been posted online and we'll have printed classifieds in the newspapers this week. Postings close the end of the month. We will set up additional postings for the 2 new FTE soon.

4 employees attended 2 different seminars on the Dig Safe notification process.

2 employees are registered to upgrade their pesticide licenses from Core to category 47 in April (ppd. from March).

With the new NPDES permit and PDMP plan in place, we will have staff training tomorrow.

We expect to have our annual aerial larval control program begin in April; as we monitor the larval stages in the wetlands we will have a better grasp on the actual date(s).

8. One correspondence was received for review; a letter from a resident of Billerica thanking us for our work done in the area and the polite staff they encountered.
9. Public comment – none (no public in attendance)
10. The meeting adjourned at 12:01 PM. **Next meeting date April 11, 2012; same time & location.**

Approved: \_\_\_\_\_

Richard Day, Chairman, CMMCP

Date: \_\_\_\_\_

April 11, 2012

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