

# CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

## MINUTES OF THE COMMISSIONER'S MEETING

Date: July 11, 2012

Time: 11:00 AM

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

Present: Richard Day, Dean Mazzarella, Paul Mazzuchelli, Tim Deschamps & Tim McGlinchy. Not present were Pablo Noguera and Sam Telford.

1. At 11:24 AM Commission Chair Richard Day declared there was a quorum and the meeting began.
2. The minutes of June 13, 2012 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Mazzarella.

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

Jun. 16, 2012	\$25,496.56	Jun. 22, 2012	\$23,792.80
Jun. 29, 2012	\$22,736.33	Jul. 6, 2012	\$22,111.44

4. Submitted FY/12 & FY/13 invoices for July 11, 2012 totaling \$88,241.06 (including payrolls) were unanimously approved on a motion by Mr. Mazzarella, seconded by Mr. Mazzuchelli.

5. **Work Schedule:** Tim M. reports that as of 10AM this morning we have received a total of 7,378 requests for service, with 6,325 adulticide service calls. We have serviced 5,757 requests, leaving 568 outstanding, about 10%. We have about 2,350 less requests than we did at this time last year, 2011 being our busiest year on record. This is also a 27% decrease in adulticide calls from July of 2011. 57% or 4,195 of total service requests have come via the internet. The work crews are treating catch basins, and overtime is being offered on Fridays for basin treatments. The excavator completed a job in Shrewsbury (beaver dam) and is currently working in Lancaster.

6. **Old Business:** Tim D. reports that the facility alarm and access control system have been repaired and upgraded. He is waiting for a quote for some additional work.

Tim D. had information on possible 2012 salary increases, the Commission will wait for a full board before serious discussion will commence.

### 2012 Meeting Schedule:

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

7. **New Business:** Tim reports that WNV has been found in Boston, Pittsfield and Malden.

Frank Cornine has scheduled 4 presentations at local senior centers, in Hudson, Northboro, Shrewsbury & Acton.

Tim D. met with the Acton Board of Health on June 25, 2012 at 7:30pm to give a report on our status and answer questions.

The Stow Airport will have their annual open house on Saturday, July 14.

Tim D. has jobs specs for a new position at CMMCP; the Commission will take this under advisement and will discuss it further once additional Commissioners (those not present today) have time to review.

We filled both open FTE positions, but after 3 weeks Tim D. had to dismiss of the probationary employees. The other one is now working on his own, and plans to take the Category 47 test on Sept. 14, 2012. Tim also report that Office manager Karen Millet has been out since June 20 with and injury/illness, and with no immediate timetable for return. Ellen Holmes who was hired a few weeks ago to assist with the phone has taken over the job of entering the work reports, and Tim D has taken over the other functions (payment vouchers, payroll and HR).

No additional information was available for the fleet addition or upgrades, and we are waiting to hear about some field testing of the new electric sprayers from Clarke.

8. Two correspondences were received for review thanking us for the positive effect from our spray program in their area.
9. Public comment – none (no public in attendance)
10. The meeting adjourned at 11:46 PM. **Next meeting date is August 8, 2012; same time & location.**

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

Richard Day, Chairman, CMMCP

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

Aug 8, 2012

2012 Meeting Schedule:

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