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**CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT**

**MINUTES OF THE COMMISSIONER'S MEETING**

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Date: January 14, 2015

Time: 11:00 AM

Place: Northborough Free Library, 34 Main Street, Northborough, Massachusetts 01532

Present: Richard Day, Pablo Noguera, Dean Mazzarella, Paul Mazzuchelli, Sam Telford, Tim Deschamps & Tim McGlinchy. Members of the public included Tom Gregory, Assistant to the Shrewsbury Town Manager and 3 employees of "Big Blue Bug Solutions".  
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1. At 11:05 AM Chair Richard Day opened the public the meeting by reading a statement that a meeting notice had been mailed to Select Boards, Town Manager/Administrators and Finance Committees in the CMMCP service area on December 14, 2014: a legal notice had been placed in the Boston Globe on December 22, 2014 and placed in the MEPA Environmental Monitor, issued date December 24, 2014. He thanked everyone for their attendance. He then turned over the meeting to Tim Deschamps, CMMCP Executive Director for the 2014 work summary and FY/16 budget presentation.
2. Mr. Deschamps explained in depth the work performed in 2014 in all member communities.
3. Mr. Deschamps' presentation then went into the proposed FY/16 budget, with breakdowns by category. After the presentation, Mr. Gregory stated that the beaver information was helpful, and would like assistance in the S. Quinsigamond area. At 11:25 Chair Richard Day concluded the 2014 work presentation and FY/16 budget meeting by declaring a short recess. All four attendees left the meeting.
4. Mr. Day restarted the meeting at 11:40am by declaring we had a quorum. All 5 CMMCP Commissioners were in attendance, as were Tim Deschamps & Tim McGlinchy. No members of the public were present.
5. The minutes of December 17, 2014 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Noguera.
6. The following payrolls were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Mazzuchelli:

Dec. 20, 2014	\$20,857.20	Dec. 27, 2014	\$21,043.20
Jan. 3, 2015	\$21,647.70	Jan. 10, 2015	\$21,658.21

2015 Meeting Schedule:

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January 14, **February 11**, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 7, November 18, December 16

7. Submitted FY/14 invoices for Jan. 14, 2015 totaling \$100,195.20 (including payroll) were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Mazzuchelli.
8. **Work Schedule:** Tim M reports that field crews are currently carrying out water management work full time, and weather conditions have dictated the pace of work. Weather has forced the crews inside on occasion this winter at which time maintenance on equipment is preformed. We have excavator jobs upcoming in Tewksbury, Lancaster, Stow, Hudson, Southborough, Sherborn, Westboro, Millbury, Billerica and Chelmsford. We completed low impact work (no excavator) in Berlin, Holliston, Billerica, Hopkinton, Sherborn and Northbridge. We have crews currently working in Chelmsford, Leominster, Shrewsbury and Millville. Tire collections from December 17, 2014 to January 14, 2015 totaled 42 from Milford (Planet Aid). Total to date in this program is 143.55 tons recycled.
9. **Old Business:** Tim D had a listing of upcoming training events for Commission review.
10. **New Business:** Tim D. informed the Commission that the pesticide exclusion letters were sent this week to all City/Town Clerks.

Tim D received permission from the Commission for he and Tim M to attend the New Jersey Mosquito Control Association's annual meeting in March.

The State Reclamation & Mosquito Control Board will hold their first quarterly meeting in North Attleboro on Jan. 21.

The annual Operations Report is due to the SRMCB by January 22. Tim D reports he is about halfway done, and will have it completed in a day or so.

The NPDES annual report is due Feb. 15. Information in this report closely mirrors the annual operations report, and Tim D expects to have the NPDES annual report filed with the EPA in a few days.

Tim D reports all 3 new FTE are on staff and undergoing training, etc.

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Tim D had a job description for a beaver trapper that would work on a contracted basis. The Commission reviewed this information, and commented that the hourly pay may need to be raised. It was also mentioned that some communities hire this type of staff in a per job basis.

Tim D asked the Commission to consider raising the work boot reimbursement from \$75 to \$100. After discussion on a possible higher reimbursement rate, Tim was instructed to allow up to \$100 per employee on an annual basis for work boots.

Our four new Ford F-150s have been received and are now in service in the CMMCP fleet.

Tim D will work up numbers and additional information for Commission review for an additional vehicle purchase.

Our sprayers are being reviewed to determine if we need to upgrade or replace any of them.

11. One correspondence was available, a letter to Crew Chief Jay Begin from Governor Patrick thanking him for his service to the Commonwealth. Tim M mentioned that Field Technician Mike Tagg received a similar letter.
12. Public comment – none (no public in attendance)
13. The meeting adjourned at 12:57 PM. **Next meeting date is February 11, 2015 at the Project office.**

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

Date: Feb 11, 2015

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