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# CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

## MINUTES OF THE COMMISSIONER'S MEETING

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Date: February 11, 2015  
Time: 11:00 AM  
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532  
Present: Richard Day, Dean Mazzarella, Sam Telford, Tim Deschamps & Tim McGlinchy.

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1. Mr. Day called the meeting to order at 11:25 AM by declaring we had a quorum. 3 CMMCP Commissioners were in attendance, as were Tim Deschamps & Tim McGlinchy. No members of the public were present.

2. The minutes of January 14, 2015 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Telford.

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

Jan. 17, 2015	\$21,616.70	Jan. 24, 2015	\$22,769.75
Jan. 31, 2015	\$22,385.24	Feb. 7, 2015	\$22,626.00

4. Submitted FY/14 invoices for Feb. 11, 2015 totaling \$194,928.98 (including payroll) were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Telford.

8. **Work Schedule:** Tim M reports that field crews have been working in the shop as a result of the snowfall amounts. Maintenance is being performed on machines, tools, traps and vehicles. We are also carrying out maintenance on the facility itself. This morning 2 crews were dispatched to the Northboro Water Dept. to help shovel out fire hydrants. We will continue to assist member towns as time and resources permit. We had one excavator job completed in Lancaster since our last meeting. We have upcoming excavator jobs in Tewksbury, Stow, Hudson, Southborough, Sherborn, Westboro, Millbury, Billerica and Chelmsford. We completed low impact water management work (no excavator) in Lancaster, Leominster, Hopkinton, Chelmsford and Shrewsbury. We had one tire collection in Lancaster at the DPW totaling 36 tires. Total collected to date is 143.91 tons recycled.

9. **Old Business:** The SRMCB had a quarterly meeting on January 21 in North Attleboro. Topics of discussion included budgets, Pioneer Valley mosquito issues and the new Nantucket mosquito district.

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Tim D had a listing of upcoming training events for Commission review.

The New Jersey Mosquito Control Association's meeting is from March 4-6. We are awaiting word on our TAF.

10. **New Business:** Tim D. received a call from MEMA asking about our equipment and available staff to help with snow removal. Tim will coordinate as needed and keep the Commission and SRMCB informed.

Tim D handed out the 2015 "Conflict of Interest" summary and received a signed acknowledgement from the Commissioners in attendance. He will follow up with those not here today.

The aerial larvicide legal notice was placed in the Boston Globe on February 4, 2015.

MDPH had the first meeting of the *Albopictus* workgroup on Feb. 4. Tim & Tim will be on the Control Committee with several others.

The SRMCB has their next quarterly meeting on March 18 at Cape Cod Community College.

Tim D has been invited to speak at the Westminster Board of Health on March 18 at 4:30 PM.

4 CMMCP employees have been registered for the UMASS Pollinator Symposium on March 26 in Amherst, MA.

Tim M will attend the Tewksbury Health Fair on April 8 from 2-7 PM.

Tim D reports that the CMMCP annual reports are underway and will be posted online when complete.

Tim D will send the job description for surveillance technicians to HR soon to be posted on CEO.

Our 2 new Field Technicians are scheduled to take the CORE pesticide exam on Friday February 13.

Tim D presented the Commission with job specs for a new position called "Wildlife Technician" at the January meeting. Upon further review and discussion, it was approved unanimously to create this new

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position on a motion by Mr. Mazzearella, seconded by Mr. Telford. Tim will send these specs to HR to be posted on CEO soon.

Discussion ensued about the salary for surveillance technician. On a motion by Mr. Mazzearella, seconded by Mr. Telford it was voted unanimously to remove the first 2 pay grades, and have the salary for this position start at \$13.00 per hour.

The FY/15 vehicle purchase discussion was tabled.

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

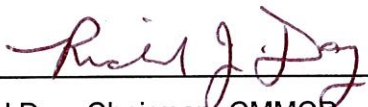
Tim D has received information from Whalley Computer for a computer system upgrade. Costs will be from \$25,000-30,000. Three other vendors were contacted but we had little to no response.

Tim has sent out a "Scope of Work" to 5 vendors looking for an upgrade to our phone system.

Tim met with our security contractor BCM Controls and is waiting to hear back about possible upgrades to our system.

Form SRB-3 has been mailed out to member communities, and we have received 2 so far, from Sherborn & Stow, showing support for our budget request.

11. One correspondence was available, a letter from a resident of Chelmsford thanking us for our ditch maintenance work in their area.
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 Day, Chairman, CMMCP

Date: 3/11/2015

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