

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: October 14, 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. Not present was Pablo Noguera and Paul Mazzuchelli.

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1. Mr. Day called the meeting to order at 11:09 AM by declaring we had a quorum. 3 CMMCP Commissioners were present, as were Tim Deschamps & Tim McGlinchy. No members of the public were in attendance.

2. The minutes of August 12, 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:

Aug. 15, 2015	\$22,366.38	Aug. 22, 2015	\$21,919.64
Aug. 29, 2015	\$22,522.24	Sep. 5, 2015	\$21,962.86
Sep. 12, 2015	\$22,381.97	Sep. 19, 2015	\$22,323.88
Sep. 26, 2015	\$23,027.65	Oct. 3, 2015	22,356.89
Oct. 10, 2015	\$22,714.21		

4. Submitted FY/16 invoices for October 14, 2015 totaling \$169,493.98 (including payroll) were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Telford.

5. **Work Schedule:** Tim M reports that all work crews are performing water management projects. We completed excavator jobs in Southboro, Sherborn and Chelmsford. We have an excavator project in progress in Hudson (beaver dam removal). We have excavator jobs ready to go in Tewksbury, Billerica, Stow, Hudson (2), Northboro, Westboro and Millbury. We completed low impact (handwork) projects in Millbury and Shrewsbury, and have work in progress in Chelmsford, Ayer, Northboro and Millbury. Hand work jobs are ready to go in Dracut (2), Billerica (4), Chelmsford, Littleton, Lunenburg, Stow, Southboro, Hudson, Sherborn, Hopkinton, Hopedale, Millville, Ashland and Auburn. Final spray numbers for 2015 are 15,928 adulticide requests received. This represents an increase of 1,900, or 12% in requests for adulticide services in 2015 over the previous year (2014). We had tire events in Tewksbury and Millbury,

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with an additional cleanup in Lunenburg. We had 8.88 tons of tires recycled during the last two months, with 161.79 tons recycled to date.

6. **Old Business:** Information on the current arbovirus situation was shared with the Commission. We sent in 1,319 pools of mosquitoes at a cost of \$32,975. 10 pools of WNV and 1 pool of EEE were identified in our service area from our surveillance trapping. Statewide there was 164 pools of WNV, 1 pool of EEE and 8 human cases to date.

Our requested FY/17 budget amount is \$2,171,306. This is a 4.4% increase, or \$91,511.

7. **New Business:** Tim D and 2 CMMCP employees staffed a booth for the Westford Mosquito & Tick Awareness Day on Saturday, Sept. 12, 2015 from 9-11am.

We had our annual employee appreciation lunch on Sept. 18, 2015.

Tim D and Todd Duval gave a presentation on our program to 6 Clark University students on Sept. 21, 2015 from 4-5:30pm.

We had our annual booth during Massachusetts Day at the Big E and it was well attended.

We collected 205 tires from the Tewksbury Zero Waste Day event on Saturday Sept. 26, 2015.

Tim D attended the first listening session of the MDAR regulations on Oct. 5, 2015 from 4-6pm.

We had a tire collection event at the Millbury Transfer station on Saturday October 10, 2015 and collected 100 tires for recycling.

Alisha Bouchard (MDAR Chief of Staff) and Tara Zadeh (MDAR General Counsel) were out at the Project's office on October 13, 2015 to discuss the building lease, records retention, and other items of concern.

The NMCA Field Day is scheduled for October 15, 2015 in Carver, MA.

Tim D will attend a Selectmen's Meeting for the town of Westminster on October 19, 2015 starting at 6pm.

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The town of Groton will have an article to join CMMCP on October 19, 2015 starting at 7pm. Tim D will attend and answer questions.

The SRMCB will have their quarterly meeting on October 21, 2015 at the Northboro Free Library starting at 10am.

The Commission discussed the building lease and possible expansion, a possible move, or a combination of the two. Tim D will work on the required forms for an RFR and get them into Boston soon.

Our annual resident survey is in the mail; we have received about 100 responses (mostly positive) to date. Deadline is Friday October 23, 2015.

We currently have 2 open FTE positions (both are backfill positions).

Tim D notified the Commission about a medical leave of absence for Office Manager Karen Millet, with a possible return to work on November 2, 2015. Tim D has assumed most of her duties, with Ellen Holmes also picking up extra work.

On a motion by Sam Telford, seconded by Dean Mazzearella, it was voted unanimously to reaffirm previous Commission policy of paying holiday pay (8 hours) for seasonal and contracted employees.

Tim D outlined some upcoming training events for the Commission.

We have performed some field trials this fall of Natular® in *Cq. perturbans* habitat to see if we can find a suitable larval control product for this important species.

Tim D is awaiting more information to begin a new truck purchase.

The phone system and security system upgrades were tabled for the time being until new information is ready to be presented for Commission review.

8. Other business not anticipated by the Chair 48 hours in advance: none
9. No correspondence was received for Commission review.
10. Public comment – none (no public in attendance)

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11. The meeting adjourned at 11:47 PM. **Next meeting date is November 18, 2015 at the Project office.**

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

Date: 12-16-15

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