

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: December 16, 2015

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 was Pablo Noguera and Sam Telford.

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1. Mr. Day called the meeting to order at 11:04 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 October 14, 2015 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Mazzuchelli.

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

Oct. 17, 2015	\$20,587.60	Oct. 24, 2015	\$20,563.60
Oct. 31, 2015	\$20,539.60	Nov. 7, 2015	\$20,507.60
Nov. 14, 2015	\$20,571.60	Nov. 21, 2015	\$21,253.57
Nov. 28, 2015	\$20,539.60	Dec. 5, 2015	\$20,507.60
Dec. 12, 2015	\$20,539.60		

4. Submitted FY/16 invoices for December 116, 2015 totaling \$260,152.43 (including payroll) were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Mazzuchelli.

5. **Work Schedule:** Tim M reports that work crews are all performing stream cleaning in effort to bring work to all district towns prior to the end of the year. District 4 has been committed to a job in Natick which has taken several weeks due to depth, length and nature of the job. Crews will return to scheduled maintenance projects after the first of the year. It has been a productive fall, as the weather has been mild for the majority of the season. We had excavator jobs completed in Northboro, Hudson, Ashland, Millbury and Tewksbury. We have excavator jobs ready to go in Billerica, Stow, Hudson and Westboro. We had handwork projects completed in Leominster, Southboro, Marlboro, Billerica, Hudson (2), Northboro, Lunenburg, Millville (2), Blackstone and Ayer. We have handwork projects in progress in Auburn, Natick, Leominster and Tewksbury, with jobs ready to go in Dracut (2), Billerica (4), Chelmsford,

2016 Meeting Schedule:

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Littleton, Lunenburg, Stow (2), Southboro (2), Hudson, Sherborn, Hopkinton, Hopedale, Blackstone, Tewksbury (2), Wilmington, Berlin, Ashland (3), Westboro, Northbridge and Millville. Since our last meeting we had 8.93 tons of tires recycled in 12 CMMCP communities, for a total of 171.72 tons recycled to date.

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

Tim D met with our building landlord and Peter Woodford from DCP regarding our building lease. More information will be forthcoming in the next few months.

Our 2015 resident survey is complete, with 187 (12.4%) responses. Most questions were answered similar to past years, with a small decrease in our response time satisfaction, but increases in satisfaction overall.

Tim D met with the Westminster Board of Selectmen on Oct. 19 at 7 PM and gave a presentation on our program, as did representative from VDCI.

Tim D attended the fall Special Town Meeting in Westminster on Nov. 17 and was available to answer questions about our services.

The SRMCB had a quarterly meeting at the Northboro Free Library on Oct. 21. Agenda topics included budgets, OSD/OVM chargebacks and a brief update on the Pioneer Valley control efforts.

7. **New Business:** Our FY17 budget meeting is scheduled for January 13 at the Northboro Free Library. An inclement weather date is the next day (if schools are closed).

The 2016 Commission Meeting schedule has been e-mailed to the Commissioners, SRMCB, A&F and the Sec. of State's office. Copies were also sent to all City & Town Clerks with a cc to our Boards of Health.

The Pesticide Board had a meeting on Dec. 14 in Boston. Agenda topic included the exclusion process, new federal regulations for pesticide training, and a brief update on pollinator protection.

The NMCA had their annual conference from Dec. 7-9 in Newport, RI. All CMMCP employees attended and received CEU credits for our pesticide licenses.

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Tim D has a tentative meeting scheduled with the Ashland Board of Health, possibly in January.

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

Tim D notified the Commission about the medical leave of absence for Office Manager Karen Millet, with a possible return to work now tentatively in January 2016.

On a motion by Mr. Mazzuchelli, seconded by Mr. Mazzarella, it was voted unanimously increase all CMMCP staff hourly wages by 2%, (with the exception of Karen Millet) specifically:

NAME	CURRENT HOURLY	CURRENT YEARLY		2% HOURLY	2% YEARLY	INCREASE
Allard, Edward	\$20.87	\$43,409.60		\$21.29	\$44,277.79	\$0.42
Begin, Jay	\$33.82	\$70,345.60		\$34.50	\$71,752.51	\$0.68
Best, Curtis	\$39.43	\$82,014.40		\$40.22	\$83,654.69	\$0.79
Briggs, Jonathan	\$21.93	\$45,614.40		\$22.37	\$46,526.69	\$0.44
Cornine, Frank	\$23.72	\$49,337.60		\$24.19	\$50,324.35	\$0.47
Croshaw, Edward	\$19.43	\$40,414.40		\$19.82	\$41,222.69	\$0.39
Cunningham, Jim	\$17.09	\$35,547.20		\$17.43	\$36,258.14	\$0.34
Demers, Richard	\$17.96	\$37,356.80		\$18.32	\$38,103.94	\$0.36
Deschamps, Tim	\$52.49	\$109,179.20		\$53.54	\$111,362.78	\$1.05
Duval, Todd	\$21.49	\$44,699.20		\$21.92	\$45,593.18	\$0.43
Greite, Richard	\$35.70	\$74,256.00		\$36.41	\$75,741.12	\$0.71
Healy, Sean	\$21.49	\$44,699.20		\$21.92	\$45,593.18	\$0.43
McGlinchy, Timothy	\$40.57	\$84,385.60		\$41.38	\$86,073.31	\$0.81
Proctor, Katrina	\$26.69	\$55,515.20		\$27.22	\$56,625.50	\$0.53
Provost, Jeffrey	\$21.07	\$43,825.60		\$21.49	\$44,702.11	\$0.42
Ragozzino, Nick	\$17.09	\$35,547.20		\$17.43	\$36,258.14	\$0.34
Tagg, Michael	\$19.62	\$40,809.60		\$20.01	\$41,625.79	\$0.39
Walsh, Dave	\$20.01	\$41,620.80		\$20.41	\$42,453.22	\$0.40
Welch, Timothy	\$28.22	\$58,697.60		\$28.78	\$59,871.55	\$0.56

These pay increase are effective December 21, 2015 and a retroactive will be calculated once signed minutes are sent to the State Reclamation Board in January 2016.

Under current state contracts, new trucks will cost between \$18-24,000. The Commission instructed Tim D to move ahead with the process.

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8. Other business not anticipated by the Chair 48 hours in advance: Tim M asked for Commission approval to attend the AMCA conference in Savannah, GA from Feb. 7-11, 2016. The Commission gave their consent.
9. One correspondence was received for Commission review, an e-mail from a resident of Tewksbury thanking us for work performed on his property.
10. Public comment – none (no public in attendance)
11. The meeting adjourned at 11:47 PM. **Next meeting date is January 13, 2015 at the Northboro Free Library.**

Approved: _____

Richard Day, Chairman, CMMCP

Date: _____

Jan. 13, 2016

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