

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: January 13, 2016

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 Paul Pisinski, Southboro Board of Health and Stephanie Bacon, Northboro Board of Health. Also in attendance was Jennifer Forman-Orth from MDAR and Katherine McAuliffe from SRMCB.

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1. At 11:05 AM Chair Richard Day opened the public the meeting by reading a statement that a notice of this public meeting was sent to all Boards of Selectmen, Town Administrators/Manager and Finance Committees in our service area on December 15, 2015. A legal notice was placed in the Boston Globe on December 23, 2015. A notice was placed in the MEPA Environmental Monitor in the December 9, 2015 online publication, Volume 89, Issue 3. FY/17 budget information was available for review at 111 Otis Street, Northborough, MA during regular business hours (7am-3:30pm), as well as on our website <http://www.cmmcp.org/fy17mtg.htm>.
2. Mr. Deschamps explained in depth the work performed in 2015 in all member communities.
3. Mr. Deschamps' presentation then went into the proposed FY/17 budget, with breakdowns by category. After the presentation, Mr. Deschamps answered a few questions. Ms. Bacon is a new member of the Northboro BOH, and she inquired about our spraying program, as well as our beaver and tire recycling program. These program were explained in more detail to the audience. No other questions or concerns were noted.
4. Mr. Day restarted the meeting at 11:41am by declaring we had a quorum. All 5 CMMCP Commissioners were in attendance, as were Tim Deschamps & Tim McGlinchy. Mr. Pisinski and Ms. Bacon departed the meeting, but Jennifer Forman-Orth from MDAR and Katherine McAuliffe from SRMCB stayed on for the standard Commission meeting.
5. The minutes of December 16, 2015 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Mazzarella.

2016 Meeting Schedule:

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

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

Dec. 19, 2015	\$20,507.60	Dec. 26, 2015	\$20,251.60
Jan. 2, 2016	\$20,591.60	Jan. 9, 2016	\$20,549.85

7. Submitted FY/14 invoices for Jan. 13, 2016 totaling \$99,728.88 (including payroll) were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli.
8. **Work Schedule:** Tim M reports that the work crews are currently all out performing water management work as set up by Katrina Proctor. Much of December was spent performing general stream cleaning throughout project member towns. We have an excavator job in progress in Hudson, with excavator jobs ready to go in Billerica, Stow and Westboro. We had handwork projects completed in Northbridge, Southboro, Leominster (2) and Auburn. We have handwork jobs ready to go in Tewksbury, Stow, Blackstone and Natick, with projects ready to go in 18 other member communities. We had 1.06 tons of tires recycled during the last month in 6 communities, with 172.78 tons total recycled to date.
9. **Old Business:** Tim D met will be meeting with our building landlord and Peter Woodford from DCP regarding our building lease on January 22, 2016.

Tim D has a tentative meeting scheduled with the Ashland Board of Health, possibly in January or February, with a meeting with the local cable channel also tentatively scheduled.

10. **New Business:** Tim D. informed the Commission that the pesticide exclusion letters were sent to all City/Town Clerks on January 9, 2016.

The State Reclamation & Mosquito Control Board will hold their first quarterly meeting in North Attleboro on Jan. 20, 2016 at 10am.

The annual Operations Report is due to the SRMCB by January 31, 2016. Tim D reports he is about halfway done, and will have it completed next week.

The NPDES annual report is due Feb. 15, 2018. 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 early February.

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The CMMCP Commission signed an acknowledgement of receipt for the 2016 Conflict of Interest summary. This summary will be sent to SRMCB.

We have 2 FTE backfills that Tim D will work on soon. There is a new hiring process in place that may take a little time to learn. We also will have up to 5 seasonal positions available, and Tim will send the information out to the Commission for a wider posting. Tim also informed the Commission that Karen Millet, Office Manager, who has been on medical leave since August 2015 will not return to work at CMMCP due to her health issues. We will have to wait and see what type of retirement will be granted before we move ahead with a replacement.

Tim D has seen the contract pricing for new trucks and reports they will cost from \$20-22K. The process is underway.

11. Other business not anticipated by the Chair 48 hours in advance: Tim D informed the Commission about an incident in Littleton with a resident, who has requested water management work done on his property, and who has signed a permission slip, who caused a situation with 2 CMMCP employees. He threatened our staff in front of witnesses and Tim D has stated that we will not return to this project.

Tim M has been directed to bring our facility and staff into compliance with the HazCom mandate. He will work with our Safety Committee and will report back to the Commission.

12. No correspondences were received for review.

13. Public comment – none.

14. The meeting adjourned at 12:41 PM. **Next meeting date is February 10, 2016 at the Project office.**

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

Date: Feb 10, 2016

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