

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: March 9, 2016
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Paul Mazzuchelli, Sam Telford & Tim Deschamps. Not present was Pablo Noguera and Dean Mazzarella.

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1. Mr. Day called the meeting to order at 11:10 AM by declaring we had a quorum. 3 CMMCP Commissioners were present, as was Tim Deschamps. No members of the public were in attendance.
2. The minutes of February 10, 2016 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Telford.
3. The following payrolls were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Telford:

Feb. 13, 2016	\$20,874.00	Feb. 20, 2016	\$20,981.35
Feb. 27, 2016	\$20,913.43	Mar. 5, 2016	\$20,896.93
4. Submitted FY/16 invoices for March 9, 2016 totaling \$139,599.93 (including payroll) were approved unanimously on a motion by Mr. Mazzuchelli, seconded by Mr. Telford.
5. **Work Schedule**: Tim M reports that the work crews are currently out performing water management work. We will transition into larvicide season by the first week of April, if not sooner. Frank Cornine and Todd Duval report mostly first but some second instar larvae in area wetlands. We have excavator jobs ready to go in Stow and Hudson. Low impact jobs were completed in Tewksbury, Stow (2), Millville and Hopkinton. We have low impact jobs in progress in Natick, Wilmington, Leominster and Webster. It's important to note that we have been working on Job #976 in Natick for the last several weeks. We have low impact jobs ready to go in 18 other member communities. We recycled 130 tires (1.3 tons) in 5 member communities since the Commission last met. We have tire events scheduled in Ashland, Lowell and Leominster this spring. To date we have recycled 17,535 (175.35 tons) of tires.
6. **Old Business**: Our requested FY/17 budget amount has not changed and stands at \$2,171,306. This is a 4.4% (\$91,511) increase from FY/16.

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An RFR for our building lease is being revised and will be sent to DCAMM for distribution soon; the search area has been expanded, as has the building size. Specifics are being written into the RFR.

CMMCP town annual reports are completed and have been posted online. A memo has been sent to all member Health Departments and if they need hard copies we will print and send out to them.

Tim D has received 24 Form SRB-3 to date, all showing support for our budget request. 26 are needed as per the SRB policy of 66% approval.

Tim and Tim met with Westminster at a public meeting about our program on Feb. 17, 2016 5pm. Attendance was very good and a lot of questions are answered. Tim D has continued to follow up with additional information as requested by the Westminster Board of Health.

Tim D met with the Ashland Board of Health on February 23, 2016 at 7 PM to answer questions and discuss our program.

SRB convened the first bi-monthly meeting of the district Directors on Feb. 25, 2016 at 10 AM at the Northboro Library. The main topic was a possible study about mosquito control by the Collins Center in Boston.

7. **New Business:** Tim D informed the Commission of a vehicle accident between one of our trucks and a private vehicle on March 3, 2016. All CMMCP and state procedures are being followed and both workmans comp and MDAR legal have been appraised.

Tim M updated the Commission of the recent Pesticide Board meeting held on March 2, 2016. Information on the exclusion process was discussed and will be sent out for wider distribution soon.

The town of Upton may have an article to join CMMCP at an approximate assessment of \$52,000. Their meeting date is May 5, 2016.

The town of Uxbridge may have an article to re-join CMMCP at an approximate assessment of \$71,000. Their meeting date is May 10, 2016.

No new information on the issue with a beekeeper in Lowell the Commission was informed about last month was available.

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SRB will have a quarterly meeting on Mar. 16, 2016 10 AM at the NE Mass. MCWMD's office in Georgetown.

We currently have 1 open backfill FTE position posted online with 11 applicants to date.

Seasonal staff posting are now available online, with 15 applicants for Seasonal Office Assistant, 5 applicants for Surveillance Technician and 7 applicants for Research Assistant to date.

Tim D had a listing for the Commission of upcoming training events for CMMCP staff.

Our FY17 truck purchase is underway, delivery is expected in late May or early June.

Tim M has the Haz-Com process underway, he is updating the SDS files, and will attempt to reach out for a voluntary audit soon. Staff training will follow shortly thereafter. Our website has been updated with new labels and SDS forms.

Planning for the annual helicopter application has begun; Boxboro has confirmed a budget of \$16,500, and Billerica and Chelmsford also participating as usual.

8. Other business not anticipated by the Chair 48 hours in advance: the Commission was informed of a situation Tim D was notified about via Facebook. The employees involved have been disciplined, and we met with our whole staff to reinforce CMMCP policy. Tim D has been in touch with MDAR Legal and is following their guidance.

Tim D informed the Commission that field trials of Natular® G30 are underway.

9. One correspondences were received for Commission review from a resident of Tewksbury thanking us for a water management project we recently performed in his area.
10. Public comment – none (no public in attendance)
11. The meeting adjourned at 11:31 PM. **Next meeting date is April 13, 2016 at the Project office.**

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

Date: April 13, 2016

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