

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: April 12, 2017
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Pablo Noguera, Dean Mazzarella, Paul Mazzuchelli, Tim Deschamps & Tim McGlinchy. Not present was Commissioner Sam Telford.

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1. Mr. Day called the meeting to order at 11:08AM by declaring we had a quorum present. 4 CMMCP Commissioners were in attendance, as was CMMCP Executive Director Tim Deschamps and CMMCP Director of Operations Tim McGlinchy. No members of the public were in attendance.
2. The minutes of March 8, 2017 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Noguera.
3. The following payrolls were approved unanimously on a motion by Mr. Mazzarella, seconded by Mr. Noguera:

Mar. 11, 2017	\$20,816.80	Mar. 18, 2017	\$20,908.88
Mar. 25, 2017	\$20,816.80	Apr. 1, 2017	\$20,816.80
Apr. 8, 2017	20,816.80		
4. Submitted FY/17 invoices for March 8, 2017 totaling \$130,516.55 (including payroll) were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Mazzarella.

Work Schedule: Tim M. reports that the crews are all carrying out larvicide operations throughout the project towns. We are preparing for our upcoming aerial larvicide operation which is tentatively scheduled for next week. No excavator was completed since we last met, and no project are upcoming. Low impact work was completed in Webster, Ashland, Fitchburg, Tewksbury, Hudson, Shrewsbury, Holliston, Billerica, Natick, Marlboro and Dracut. We have a potential dam breach coming up in Tewksbury. 23 low impact jobs are ready to go in 15 member communities. Since the last report we recycled 309 tires, 301 from the Auburn DPW. Tim M had a status report on our annual training programs; Dig Safe training was done for equipment operators in March. The Clarke Workshop was also held in March. Tim D and Tim M attended required risk management training for managers. A boater safety was completed by Tim D and 2 other employees. Other training will occur as needed under Tim M's direction. Tim M excused himself from the meeting.

2017 Meeting Schedule:

January 11, February 8, March 8, April 12, **May 10**, June 7, July 12, August 9, September 13, October 11, November 8, December 13

6. **Old Business:** The RFR for our building lease is progressing, the floor plan is being revised. A DEP sign was installed earlier today; that is a good sign things are moving ahead.

Our revised FY18 budget as voted in January 2017 stands at \$2,266,843, a 4.4% (\$95,537) increase.

The spring aerial program in Billerica, Boxborough and Chelmsford is progressing, a timetable will be set very soon.

Changes to 333CMR13.03 have been posted on the SRMCB website. We will send a letter generated by MDAR to our listed exclusions starting today; we have already been getting calls and emails about exclusions and have been asking them to check back.

Tim D was invited to speak at the Ashburnham Conservation Trust meeting on Mar. 25, 2017 and reports an active audience with good questions about our program.

The SRMCB had a quarterly meeting scheduled on Apr. 10 (rescheduled from Mar. 15) in Westboro at 10am. Main agenda topics were 333CMR, operational budgets and the potential Pioneer Valley Mosquito Control District.

7. **New Business:** Staff Biologist Frank Cornine met with a Shrewsbury Cub Scout Pack on Mar. 29, 2017.

Tim D has been invited to appear on a cable program in Billerica hosted by Jack Morris, former Billerica BOH Director in May 3, 2017.

Tim D will have a booth at WestFest, a health fair and food truck event to be held in Westford on May 6, 2017.

Seasonal staff postings are mostly complete, we will have a full staff for our surveillance program again this year.

Staff evaluations are underway; the senior managers are all that are left to be reviewed.

The FY17 sprayer and truck purchase is complete; we received the vehicles in February and all 5 sprayers are in the shop and being installed.

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Tim D is working with Alex Gill, MDAR contracts manager on the telematics RFR.

We have sent out an RFR for CDL Class A training to several companies in Mass. & Rhode Island.

A hoist engineer training and continuing education RFR is under development with MDAR & CMMCP.

8. Other business not anticipated by the Chair 48 hours in advance, as informational: none
9. One correspondence was received for Commission review; an email from a resident of Boxborough thanking us for some recent ditch maintenance work we preformed.
10. Public comment – none (no public in attendance)
11. The meeting adjourned at 11:38 PM. **Next meeting date is May 10, location TBA.**

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

Date: May 10, 2017

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