

CENTRAL MASSACHUSETTS MOSQUITO CONTROL PROJECT

MINUTES OF THE COMMISSIONER'S MEETING

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Date: July 12, 2017
Time: 11:00 AM
Place: CMMCP Headquarters, 111 Otis Street, Northborough, Massachusetts 01532
Present: Richard Day, Pablo Noguera, Dean Mazzarella, Commissioner Paul Mazzuchelli, Sam Telford, Tim Deschamps & Tim McGlinchy.

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1. Mr. Day called the meeting to order at 11:09AM by declaring we had a quorum present. 5 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 May 10, 2017 CMMCP Commissioner's minutes were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli.
3. The following payrolls were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli:

May 13, 2017	\$20,816.80	May 20, 2017	\$22,110.79
May 27, 2017	\$21,862.90	Jun. 3, 2017	\$23,379.98
Jun. 10, 2017	\$27,326.16	Jun. 17, 2017	\$25,953.87
Jun. 24, 2017	\$25,774.46	Jul. 1, 2017	\$25,623.83
4. Submitted FY/17 invoices for July 12, 2017 totaling \$374,350.66 (including payroll) were approved unanimously on a motion by Mr. Noguera, seconded by Mr. Mazzuchelli.
5. **Work Schedule:** Tim M. reports that the crews are working the night shift as spray season is in full swing. As of 9:30am this morning we have had 12,656 requests for adulticide spraying, about a 2% increase over 2017. We have serviced 10,023 of these requests leaving 2,633 (20%) outstanding. The crews will begin treating catch basins once the calls slow down. We have about 350 more requests this year than we did at this time last year. We are getting caught up in most towns but remain behind in the towns of Chelmsford, Natick, Tewksbury and Wilmington.
6. **Old Business:** Our building add/ren is ongoing: the new parking lot is taking shape, and the office will be moved Friday June 14 to the West Main Street location.

2017 Meeting Schedule:

Our FY18 budget of \$2,266,843 as voted in January 2017 was certified by SRMCB at their meeting on May 17, 2017.

Tim D has calculated a rough budget estimate for FY19 at \$2,357,516, a 4% increase. He will have a more accurate estimate for the next Commission meeting.

At the SRMCB meeting on May 17, 2017, agenda topics included budget certifications, a revised budget policy and updates on VDCI operations in the Commonwealth.

7. **New Business:** Tim D, Tim M and Frank Cornine have been working with Frontier Precision to create a notification system for our spray operations. We are hoping to have something to test within the next few weeks.

There have been reports that MASS IT will be implementing a monitoring system for all District computer operations – more information will be presented to the Commission as it is acquired.

Tim D had a report on recent arbovirus activity in the state.

We have lost one applicator to a non-work related injury, we anticipate having him back on staff sometime in the fall. We have moved one day time staffer to the night shift. We remain short-staffed and Tim D will request authorization from the Commission for 1-2 backfills within the next few months.

Our seasonal staff positions are filled and operating at full capacity.

Tim D is working with Alex Gill, MDAR contracts manager on the telematics RFR. He anticipates a \$500-\$600 monthly cost, and an estimated \$6,000 one-time cost for hardware installation.

The CDL Class A training RFR has been awarded to the New England Tractor Trailer Training School (NETTS).

A hoist engineer training and continuing education RFR has been awarded to multiple vendors.

Training was held for CMMCP applicators in spill response on June 5 and compressed gas safety and handling for seasonal and surveillance staff on June 30.

8. Other business not anticipated by the Chair 48 hours in advance, as informational: none

2017 Meeting Schedule:

9. One correspondence was received for Commission review; a letter from the Westford Board of Health thanking Tim D for attending their recent Health Fair on Saturday May 6.
10. Public comment – none (no public in attendance)
11. The meeting adjourned at 11:35PM. Next meeting date is August 9, **location 276 West Main St. Unit 8 Northboro.**

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

Date: Aug. 9, 2017

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