

THE COMMONWEALTH OF MASSACHUSETTS The State Reclamation and Mosquito Control Board NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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ROBIN L. CHAPELL NORMAN P. JACQUES MAUREEN P. MACEACHERN LINDA R. SHEA RICHARD J. POLLACK, PHD
Commissioners

DAVID A. LAWSON
Director

CAROLINE E. HAVILANDField Operations Manager

April 9th, 2015 Regular Meeting Minutes of the Norfolk County <u>Mosquito Control District Commission</u>

Commissioners present:

Maureen MacEachern – Chairman, Linda Shea, Robin Chapell, Richard Pollack

Commissioners absent:

Norman Jacques

Quorum: There was a quorum established.

Others in attendance:

David Lawson, Director Caroline Haviland, Field Operations Manager Beverly Anderson – BOH agent for the Town of Sharon

Note taker:

David Lawson

The Meeting was called to order at 5:01 P.M. at District headquarters.

Agenda Item: Approval of Minutes

<u>Action</u>: Mr. Pollack advised correction of a misspelled word. With the correction, the minutes of the February 26th, 2015 Commission meeting were unanimously accepted on a motion by Mrs. Chapell.

Agenda Item: Budget Overview

The Director presented a sheet highlighting the budgetary state of the District. As of the date of the meeting the Director is estimating expenditures of \$1,644,144 for FY 2015 resulting in a projected rollover into FY 2016 of \$153,959. The Districts financial status is currently excellent.

The Director shared that of the 25 towns in the District, 18 had returned Form SRB-1, and all 18 of these towns support the Districts proposed budget increase for FY 2016. This is a super majority of the Districts towns.

The Director updated the Commission on the progress in hiring an additional Field Technician. Interviews are set for 4 candidates for the week of April 13.

The Director updated the Commission on progress in dealing with the leaking roof and resulting mold and smell in the office trailer. A remediation is to be conducted within the next couple weeks.

The Director updated the Commission on progress in the headquarters relocation process. The Director has recently sent the filled-out DCAMM forms to Tara Zadeh, but has not heard of any further progress. The Director will follow up on this in May after the aerial larvicide is completed.

Action: The Budget Overview report was unanimously accepted on a motion by Mrs. Chapell.

Agenda Item: Field Work Overview

The Director presented a spreadsheet highlighting year-to-date field work. With a very snowy and cold winter, field work accomplished is historically low for this time of year. The Field Operations Manager spoke about upcoming water management work planned for the next month and a half.

In regards to the Foxboro Oak Street tire dump, Pauline from the Foxboro BOH let the Director know that the Olivier property is basically free of waste tires on the property as of the time of the meeting.

The Director informed the Commission that he has ordered Zenivex[™] to start using in the 2015 season. He also updated them on the recent purchase of a new liquid larvicide hose reel sprayer.

Action: The Commission approved the Field Work Overview Report on a motion by Mrs. Chapell.

Agenda Item: New/Old Business

The Director asked for confirmation that the Commission wanted a COLA survey conducted of the Districts Towns for upcoming pay rate reviews. The Commission confirmed this. The Director addressed increasing health care costs from the GIC to the employees as a contributing factor for COLA considerations.

The Commission had previously set a meeting date for May 14th, 2015, at 5:00pm at District Headquarters.

At 5:38 P.M. the meeting was adjourned on a motion by Mrs. Chapell.

Respectfully submitted,

Maureen MacEachern, Chairman