



**THE COMMONWEALTH OF MASSACHUSETTS**  
**The State Reclamation and Mosquito Control Board**  
**NORFOLK COUNTY MOSQUITO CONTROL DISTRICT**  
 61 Endicott Street, Building #34, Norwood, MA 02062  
 (781) 762-3681 fax: (781) 769-6436  
 www.NorfolkCountyMosquito.org



**ROBIN L. CHAPEL** **NORMAN P. JACQUES** **MAUREEN P. MACEachern** **LINDA R. SHEA** **RICHARD J. POLLACK, PhD**  
 Commissioners

**DAVID A. LAWSON**  
 Director

**CAROLINE E. HAVILAND**  
 Field Operations Manager

**October 28th, 2015 Regular Meeting Minutes of the Norfolk  
 County Mosquito Control District Commission**

**Commissioners present:**

Robin Chapell, Linda Shea.

**Commissioners absent:** Norman Jacques, Maureen MacEachern, Richard Pollack

**Quorum:** A quorum was not established.

**Others in attendance:**

David Lawson, Director

**Note taker:**

David Lawson

The Meeting was called to order at 4:33 P.M. at District headquarters.

**Agenda Item: Approval of Minutes of September 24<sup>th</sup> 2015 Commission Meeting,**

**Action:** The minutes of the September 24th, 2015 Commission meeting could not be approved due to the lack of a quorum. This item will be carried over to the next meeting.

**Agenda Item: Budget Overview**

**a. FY 2016 expense review**

The Director presented a sheet highlighting the budgetary state of the District. There were no items of concern to discuss. The Director passed out a sheet with the budget line item expenses, as informational.

**Action:** The Commission set the date of the Annual Public Budget Meeting for January 12<sup>th</sup> at 8:30am at Walpole Town Hall, with a snow date of January 19<sup>th</sup>, at 8:30am at the same location.

**b. Headquarters relocation process**

The Director shared that the Districts DCAMM contact, Peter Woodford, was looking to meet with the Director at the new Bristol County Mosquito Control Project headquarters. There has been no movement on an RFP at this point.

**Action:** No action taken.

**Agenda Item: Fieldwork Overview**

The Director passed out a spreadsheet with year to date field work accomplished numbers noting the current focus on water management field work. As informational, the Director also passed out a sheet with the Districts town per capita service requests for the summer season 2015.

**Action:** No action taken.

The Commission has already set the next meeting for December 3<sup>rd</sup>, at 4:30pm at District Headquarters.

At 4:46pm the meeting was adjourned on a motion by Mrs. Shea.

Respectfully submitted,

Maureen MacEachern, Chairman