



THE COMMONWEALTH OF MASSACHUSETTS
The State Reclamation and Mosquito Control Board
NORFOLK COUNTY MOSQUITO CONTROL DISTRICT
 144 Production Road, Suite C, Walpole, MA 02081
 (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 18th, 2018 Regular Meeting Minutes of The Norfolk County Mosquito Control District Commission

Commissioners present: Robin Chapell, Norman Jacques, Maureen MacEachern, Richard Pollack, Linda Shea

Commissioners absent:

Quorum: A quorum was established.

Others in attendance: David Lawson, Director Caroline Haviland, Field Operations Manager

Note taker: David Lawson

The meeting was called to order at 4:02 pm.

1) Agenda Item: Approval of the minutes of the September 26th, 2018 Commission Meeting

Action: The minutes of the September 26th, 2018 Commission meeting were unanimously approved on a motion by Mrs. MacEachern.

2) Agenda Item: Budget Overview

a. Review of FY 2019 Expenses

The Director reviewed expected expenses and rollover figures with the Commission and explained that the previous day he had proposed a 6% FY 2020 preliminary budget increase to the SRMCB. The Board voiced no concerns. The Director is projecting that FY 2019 expenses will leave the District with an even smaller rollover into FY 2020; even with a 3.5% increase in budget for FY 2019, the number hovers around or below \$50,000. This is getting a bit low for the Directors comfort, though such a number has been anticipated. Going forward, the Director hopes to maintain a rollover of at least \$75,000 - \$100,000 each year.

The financial state of the District is sound, but closer than ‘normal’ attention to financial planning is in order for the next couple years.

Action: The Budget Overview Report was unanimously accepted on a motion by Mrs. Shea.

3) Agenda Item: Fieldwork Overview

- a. Field Work Accomplished: The Director presented a spreadsheet of year-to-date 2018 field work accomplished. The Director noted 2 late season October ULV applications in response to a flood plain outbreak along the Neponset River in Norwood. ULV applications and catch basin treatments have now concluded. The field crew has now transitioned to more intensive water management work for the fall and winter seasons.

Action: The Fieldwork Overview Report was unanimously accepted on a motion by Mr. Jacques.

4) Agenda Item: Virus Isolations

The Director reviewed a list of all the virus isolations from the current season, which has not changed since the last meeting. There have been 22 isolations of WNV in 12 of the District towns from submitted mosquito pools and one human case of WNV in the City of Quincy.

Action: No action taken

New/Old Business:

The Commission had set the next Commission meeting for November 29th, 2018 at 4:00pm to be held at District Headquarters. The Commission also set a meeting for January 24th, 2019 to be held at District headquarters.

At 4:17 p.m. the meeting was adjourned on a motion by Mrs. Shea.

Respectfully submitted,

Richard Pollack, Chairman