

potential summer aerial larvicide applications and other unexpected costs. Beyond the circumstances mentioned above, the Director defended any excess rollover for the next fiscal year transition, in order to be prepared for future un-budgeted expenses that will likely be associated with headquarters relocation in the fall of 2016. The Districts financial status is currently excellent.

b. Preliminary FY 2017 Budget

The Director reviewed a proposed budget for FY 2017. A \$1,711,433 budget (a 2.5% increase over FY 2016) is proposed. A proposed budget and a narrative memo with justification for the increase have been sent to SRMCB.

Action: The proposed FY 2017 budget of \$1,711,433 (2.5% increase) was unanimously approved on a motion by Mr. Jacques.

Action: The Budget Overview Report was unanimously accepted on a motion by Mr. Pollack.

c. Headquarters Relocation

The Director updated the Commission on the recent draft RFR that was edited and sent with forms to Tara Zadeh and DCAMM. More attention will be given to the process once the summer season is over.

Action: No action needed.

Agenda Item: Employee and Related Overview

a. Entomologist Position update

The Director updated the Commission of the backfilling of the entomologist position. Kaitlyn O'Donnell was offered the position, and she accepted an offer to start at step 2 on the entomologist pay scale. The Director noted that paper work was being process at the time of the meeting to procure a start date for the new entomologist.

Action: No action needed.

Agenda Item: Fieldwork Overview

The Director passed out a spreadsheet of year to date field work numbers and answered some questions related to it. The Field Operations Manager spent a few minutes talking about highlights of the year in regard to field work, promotions, hiring of employees, and equipment purchases that have been very positive for the District.

Action: The Fieldwork Overview Report was unanimously accepted on a motion by Mrs. Chapell.

Agenda Item: Technology and Related

The Director updated the Commission on how the Districts contract with Blue Robin, Inc. is functioning to maintain the office computers, and how Blue Robin migrated the Districts website to WordPress making changes to the website more accessible to office staff. He also noted the ongoing issues related to the tablets used in the ULV trucks for tracking the Districts ULV spraying and some possible future options for improving this situation.

Agenda Item: Pollinator Stewardship Committee

The Director informed the Commission of the Pollinator Stewardship Committees draft proposal and the work of Dr. Pollack, Dave Henley from the East Middlesex Mosquito Control Project, and the

Director on this Committee. Comments on the draft proposal from various stakeholders were due September 15th to the MA Farm Bureau, or DAR.

The Commission set the next meeting of the Commission for September 24th, 2015, at 4:30 pm at District Headquarters.

At 5:03 P.M. the meeting was adjourned on a motion by Mrs. Chapell.

Respectfully submitted,

Maureen MacEachern, Chairman