



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. HAVILAND
Field Operations Manager

**December 19th, 2019 Regular Meeting Minutes of The Norfolk
County Mosquito Control District Commission**

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

Commissioners absent: Norman Jacques

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 4:00 p.m.

1) Agenda Item: Approval of the minutes of the November 14th, 2019 Commission Meeting

Action: The minutes of the November 14th, 2019 Commission meeting were unanimously approved on a motion by Mr. Pollack.

2) Agenda Item: Approval of the minutes of the October 7th, 2019 Commission Meeting

Action: The minutes of the October 7th, 2019 Commission meeting were unanimously approved on a motion by Mrs. Chapell.

3) Agenda Item: Budget Overview

a. Budget review and challenges for FY 2020

The Director let the Commission know that no major changes are reported at this time. The Commission asked if there were any updates on the EEE reimbursement funds. The Director let them know that he had not heard anything new on this front.

b. FY 2021 Proposed Budget to Towns

The Director handed out sheets with language for the upcoming budget notification to the Districts towns. The Director was simply waiting on figures for the Districts share of the SRMCB budget to complete estimated cherry sheet figures.

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

4) **Agenda Item: Fieldwork Overview**

- a. Year to date review: The Director presented a spreadsheet of total calendar year-to-date 2019 field work accomplished.

Action: The Fieldwork Overview report was unanimously approved on a motion by Mrs. Chapell.

New/Old Business:

The Commission scheduled the next meeting to be held at District headquarters on Thursday February 13th at 4:00 p.m. (subsequently changed to Feb 12th)

At 4:32 p.m. the meeting was adjourned on a motion by Mr. Pollack.

Respectfully submitted,

Linda Shea, Chairman