



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

July 11th, 2019 Regular Meeting Minutes of The Norfolk County Mosquito Control District Commission

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

Commissioners absent: Richard Pollack

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 June 13th, 2019 Commission Meeting

Action: The minutes of the June 13th, 2019 Commission meeting were unanimously approved on a motion by Mr. Jacques.

2) Agenda Item: Budget Overview

a. Review of FY 2019 year ending expenses

The Director reviewed the year end expenditures for FY2019 with the Commission. As of the meeting not all final numbers have been received, including fringe payments, but the Director expects that FY 2019 expenses will leave the District with about a \$65,331 rollover into FY 2020. The Director showed the Commission some preliminary FY 2021 budget increase proposals. SRMCB will be looking for initial budget request numbers in August. At this time the Director is considering a 3.5% increase into FY 2021 will be about right to stabilize the budget after the big lease increase. The Director noted that he hopes to leave a larger rollover going into FY 2021 (~\$100,000), which would provide greater flexibility for any unexpected aerial applications or capital purchases that might need to be made in any one year going forward. The Director briefly discussed the possibility of having to replace the Trimble GPS units that the field crew utilizes for ULV application tracking. If so, this would be a large financial outlay that was not planned for in FY 2020, but would have had to have been made in FY 2021 anyway. The financial state of the District is sound.

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

3) **Agenda Item: Fieldwork Overview**

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

Action: The Fieldwork Overview report was unanimously approved on a motion by Mr. Jacques.

4) **Surveillance/Virus isolations update**

The Director noted the announcement, as of the meeting date, of the first report of a WNV mosquito pool from the city of Boston. No EEE has been isolated to date. *Culiseta melanura* numbers have been exceptionally high this season and concern remains for EEE to be a potential issue.

New/Old Business:

The Commission scheduled the next meeting to be held at District headquarters on Thursday, August 8th at 4:00 p.m.

At 4:22 p.m. the meeting was adjourned on a motion by Mrs. Chapell.

Respectfully submitted,

Linda Shea, Chairman