

Norfolk County Mosquito Control District

Commission Meeting

May 15, 2014

The Meeting was called to order at 4:07 P.M. at District Headquarters

Those present were: Linda Shea, Chairman Maureen MacEachern, Vice-chairman
Robin Chapell Richard Pollack
Norman Jacques David Lawson, Director
Caroline Haviland, Field Operations Manager

The minutes of the May 1, 2014, Commission meeting were accepted on a motion by Mr. Pollack seconded by Mrs. MacEachern, Mr. Jacques abstaining.

The Director presented a summary of the current financial status of the District. It was noted that based on current projections the District would likely have a rollover that is approximately \$16,000 more than 10% of the SRMCB rollover limit (\$158,931). The Director noted that come June, if there remains a projected overage, the District will purchase insecticides. The Director updated the Commission on new developments in the facility relocation process. The Budget Overview Report was unanimously accepted on a motion by Mrs. Chapell, seconded by Mr. Jacques.

The Fieldwork Accomplished report was presented. The Director made note of the low amounts of water management work accomplished due to the harsh winter. He noted the recent focus on ground larviciding. The Director then presented a letter written to The Trustees of Reservation (TTOR) from the Medfield Selectmen, dated May 6th. Mr. Pollack notified the Commission about a meeting scheduled with TTOR for May 22 with various stakeholders. The Field Work Accomplished Report was unanimously accepted on a motion by Mrs. Chapell, seconded by Mrs. MacEachern.

The Field Operations Manager and Director then continued discussion from last meeting of a proposal for a revised pay scale. The Commission expressed general approval of the overall idea of a pay scale with 4 grades containing 20 steps in total. A list of researched step increases from surveyed towns in the district was presented to the Commission. Extensive questioning and discussion ensued regarding what the most appropriate step increase percentage and grade increase percentage should be. The Director and Mr. Pollack, at different points in the discussion, offered the suggestion of engaging outside help to complete the process. The discussion ended with no final decision reached. Mrs. Shea offered to utilize help from a colleague to try and create some contingent pay scale options with various step/grade increase amounts, ostensibly for review at the next Commission meeting.

The next meeting date is already set for June 19 at 4:00 pm at district headquarters.

At 5:45 P.M. the meeting was adjourned on a motion by Mrs. Shea.

Respectfully submitted,

Linda Shea, Chairman