



**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. CHAPPELL** **NORMAN P. JACQUES** **RICHARD J. POLLACK, PHD** **LINDA R. SHEA** **KYLEE C. SULLIVAN**  
Commissioners

**DAVID A. LAWSON**  
Director

**CAROLINE E. HAVILAND**  
Field Operations Manager

August 30<sup>th</sup>, 2022, Regular Meeting Minutes of The Norfolk County Mosquito Control District  
Commission  
Held by Zoom Conference

**Commissioners present:** Robin Chapell, Norman Jacques, Richard Pollack, Linda Shea, Kylee Sullivan

**Commissioners absent:**

**Quorum:** A quorum was established.

**Others in attendance:** David Lawson - Director, Caroline Haviland - Field Operations Manager, Derek Kwok – BOH Director, Medway.

**Note taker:** David Lawson

- 1) **Call to Order – Establishment of Quorum.** The meeting was called to order at 1:30 p.m. by Chair Shea.
- 2) **Public Comment** – No comments were made from the public.
- 3) **Agenda Item: Approval of the minutes of the July 28th, 2022, Commission Meeting**

**Action:** The minutes of the July 28th, 2022, Commission meeting were unanimously approved on a motion by Mr. Jacques, with a roll call vote.

4) **Budget Overview**

a) **Overview for closing of FY 2022**

The Director shared a budget overview document with the Commissioners. It showed the FY 2022 appropriation of \$2,061,678 and the FY 2021 rollover of \$134,999, for total available funds in FY 2022 of \$2,196,677. The FY 2022 fiscal year ended on June 30<sup>th</sup>. The Director estimated the final year end expenditures to be \$2,005,040, making a rollover estimate of \$191,637 going into FY 2023. The Director again mentioned the goal of keeping the rollover higher than usual in anticipation for a major capitol

expense in replacement of the Sterling truck used for transport of the excavators. This vehicle may be ready for purchase by the end of fiscal 2023, but possibly into fiscal 2024. It is planned that the increased rollover will be used to make a one-time payment for such a vehicle which is quoted at over \$128,000 at this time. The Director will work to earmark roll over funds for this purpose, but expenses in the aerial larvicide category cannot be predicted and may be a roadblock to making this straightforward. The Director noted that these year-end estimates will likely be very close to the final numbers received from Boston, which we likely be shared in the coming days.

**b) Overview for the beginning of FY2023**

The Director noted that it is too early in FY2023 for there to be anything of substance to report in regard to financial figures. Instead, the Director asked the Field Operations Manager to share about the roll out of the Commonwealth's "EV First Acquisition Policy" and how this may impact fleet management here at NCMCD. There was extended discussion and questions from Commissioners were answered.

The Director also noted that Robert O'Halloran has returned from his workman's comp time and reminded the Commission that the field crew remains short of one Field Technician and that this open position will be posted in January of 2023.

**c) Review of any updates on proposal to request SRMCB for increase in Commissioner reimbursement rate.**

The Director let the Commission know that this item is not on the agenda for the September 15, 2022, SRMCB meeting.

**Action:** The Budget Overview report was unanimously approved on a motion by Mrs. Chappell with a roll call vote.

**5) Field work overview**

The Director shared the field work accomplished spreadsheet with participants and made note of some highlights. The most obvious item of note is it that due to the current drought conditions, requests for service and total acres sprayed are quite low compared to recent years. The District has been setting traps near to residents who have been making consistent requests for spraying despite the dry conditions. The EIR places operational thresholds on the Districts in regard to spraying. If a CDC trap collects 5 or less human biting mosquitoes, spraying should not be taking place in that area. NCMCD has set up about 50 of these supplemental traps over the last month and cancelled multiple requests for spraying as a result.

**Action:** The Fieldwork Overview report was unanimously approved on a motion by Dr. Pollack with a roll call vote.

**6) Arbovirus surveillance report**

The Director noted that WNV isolations in mosquitoes have been reported from various parts of eastern, Massachusetts, but no isolations have been detected in the NCMCD to date. No EEE isolations have been detected in Massachusetts, though EEE activity has been noted in Rhode Island, New York, and many other mid-Atlantic and southern states.

Dr. Pollack asked about the numbers of Culex mosquitoes collected in traps. The Director shared a report from the entomologist noting that 144 Culex were collected and 81 were submitted to DPH for testing from epi week 33. These numbers represent extremely low amounts.

**Action:** No action needed.

**Other Notes or Information**

- 1) The Director informed the Commission regarding a discrimination complaint filed by previous employee Greg Gangitano. The EEOC has declined to move the complaint forward.

The next Commission meeting was set for September 21 at 1:30 p.m. with remote participation.

At 2:17 p.m. the meeting was adjourned on a motion by Mr. Jacques.

Respectfully submitted,

Linda Shea, Chairman