



THE COMMONWEALTH OF MASSACHUSETTS
The State Reclamation and Mosquito Control Board
NORFOLK COUNTY MOSQUITO CONTROL DISTRICT
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ROBIN L. CHAPPELL NORMAN P. JACQUES LINDA R. SHEA RICHARD J. POLLACK, PHD
Commissioners

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Field Operations Manager

**March 10th, 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

Commissioners absent:

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 1:01 p.m. by Chair Shea.

1) Agenda Item: Approval of the minutes of the February 10th, 2022 Commission Meeting

Action: With a minor spelling correction, the minutes of the February 10th, 2022 Commission meeting were unanimously approved on a motion by Mr. Pollack, with a roll call vote.

2) Budget Overview

a. Overview 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 Director estimated the final year end expenditures to be \$1,995,775, making a very rough rollover estimate of \$200,902 going into FY 2023. There was some discussion, again, regarding the need to plan for a major capitol expense in replacement of the Sterling truck used for transport of the excavators. It is possible the increased rollover may be used to make a one-time payment for such a vehicle. The Field Operations Manager explained how an outright purchase would be a better choice for this vehicle than to utilize the 5-year lease to own option. This all, of course, depends on other major cost categories like pesticide and aerial larvicide not becoming too large in the coming season.

The financial state of the District is good.

b. Budget Certification FY2023

To date, none of the District's municipalities have responded to the Director with questions or concerns regarding the proposed budget for FY2023. The proposed increase is 2.5% over FY 2022

c. Field Technician hiring update

HR has posted the Field Technician and the Contract Seasonal positions. There appears to have been some applicants for the Field Technician positions at this time, though the Director cannot yet see them in detail. The Director informed the Commission on how it may be a challenging spring and summer with hiring, licensing, and the training of new employees.

d. Commission position update

The Director informed the Commission of ground work he has done, reaching out to BOH directors in the district, to fill the current open position on the Commission. To date, no one has filed an application.

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

3) Agenda Item: Fieldwork Overview

a. Overview YTD 2022

The Director shared a spreadsheet with the Commission of field work accomplished year to date. The Field Operations Manager shared some photographs of recent hand clean work completed by the field crew. In discussion, it was highlighted how this serves as a great example of IPM principles at work. The site in question was treated in the past with larvicides to control breeding in stagnant water. The work recently completed will eliminate the need to larvicide for the long term. The Commission thanked the Field Operations Manager for sharing the photographs and encouraged the Director and FOM to share more of such at future meetings as well. It is helpful to Commissioners to see what work is being completed in the field.

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

4) Agenda Item: Mosquito Control for the 21st Century Task Force

Dr. Pollack shared that Task Force subcommittee meetings have been completed but three full task force meetings remain with a looming deadline at the end of March to complete a final full recommendation from the task force to the legislature. There was some discussion about possible outcomes from the whole process.

Action: No action taken.

Other Notes or Information

The Commission set the next Commission meeting date, to be held virtually on Thursday, May 5th, at 1:00 pm.

At 1:58 p.m. the meeting was adjourned on a motion by Mr. Pollack

Respectfully submitted,

Linda Shea, Chairman