



**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. 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

**February 27<sup>th</sup>, 2020 Regular Meeting Minutes of The Norfolk  
 County Mosquito Control District Commission**

**Commissioners present:** Robin Chapell, Linda Shea, Richard Pollack

**Commissioners absent:** Norman Jacques, Maureen MacEachern

**Quorum:** A quorum was established.

**Others in attendance:** David Lawson, Director

**Note taker:** David Lawson

The meeting was called to order at 4:05 p.m.

**1) Agenda Item: Approval of the minutes of the December 19th, 2019 Commission Meeting**

**Action:** The minutes of the December 19th, 2019 Commission meeting were unanimously approved on a motion by Mrs. Chapell.

**2) Agenda Item: Budget Overview**

**a. Budget review for FY 2020**

The Director handed out a sheet with a summary of current projected expenditures for FY 2020. The projected rollover into FY 2021 stands at \$37,708. This is the lowest in many years and a bit concerning for the Director. The Director notes that adjustments to the spring aerial larvicide acreage will have to be made to help the rollover stay in a healthy range. On this topic, the Director noted that JBI Helicopter Services had raised their per acre rate for the coming season to \$20/acre, a 9% increase over last year. The Director noted that this rollover is with the EEE reimbursement funds included, which have been confirmed.

**b. Results of FY 2021 Proposed Budget to District Municipalities**

The Director noted that there was no response from and of the District municipalities in response to the Budget Notification.

**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 series of graphs representing various metrics from the Districts field work over the last 25 years with 2019 data included so that large scale trends could be visualized.

The Director also showed the Commission the Districts' new Mesa 3 hand-held units that will replace the old Trimbles for truck-mounted ULV applications.

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

### 4) **Agenda Item: Overview of EEE planning for upcoming season 2020.**

- a. Field Trials with products for Cs. melanura.

The Director shared with the Commission plans in place for the District to participate with some other Districts in conducting a trial of products intended to control Cs. melanura. There was an extended discussion on these plans with question and answer.

- b. Surveillance challenges – Cq. perturbans/Cs. melanura. State trapping.

Commissioner Pollack shared extensively regarding recent conclusions that the Mosquito Advisory Group (MAG) had come to in consultation with DPH and DAR in recent meetings. The main take away was that the focus of larval control efforts would seem to be best directed toward Cq. perturbans. Commissioner Pollack encouraged the staff to consider some novel ways to do surveillance of Cq. perturbans.

**Action:** No action taken.

### **New/Old Business:**

The Director brought before the Commission an item of recent note. The Director's son is considering applying for the Seasonal Surveillance Technician position. The Director has spoken to an attorney from the State Ethics Commission and has filled out Forms 6 and 23B. Form 23b is a Disclosure of Appearance of Conflict of Interest form. The Director has signed this form stating he feels he can perform his official duties objectively and fairly. Form 6 is a Disclosure by Non-elected State Employee of Financial Interest and Determination by Appointing Authority form". The Commission reviewed this form, and asked the Director a series of questions.

**Action:** On a motion by Mrs. Chapell, the Commission unanimously agreed to check the determination on the form stating that "I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the Commonwealth may expect from the employee". Form 23b was signed by the chair on behalf of the Commission with direction from the Commission for the Director to not be directly involved in the selection of any candidates for this position if his son does apply, and to not exert direct supervision of the Director's son should he be hired. The Director noted that the Entomologist normally is the immediate supervisor of this position anyway. The Director has already communicated to the Entomologist, that if his son did apply, he would emphatically expect the entomologist to make a determination of the best candidate for this position in the interest of the District without regard to the Director's relationship to one of the applicants.

The Commission scheduled the next meeting to be held at District headquarters on Thursday March 26<sup>th</sup> at 4:00 p.m. The Commission also set the following meeting for May 28<sup>th</sup>, at 4:00 pm.

At 5:13 p.m. the meeting was adjourned on a motion by Mrs. Shea.

Respectfully submitted,

Linda Shea, Chairman