



**THE COMMONWEALTH OF MASSACHUSETTS**  
**The State Reclamation and Mosquito Control Board**  
**NORFOLK COUNTY MOSQUITO CONTROL DISTRICT**  
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**ROBIN L. CHAPEL** **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 25<sup>th</sup>, 2021 Regular Meeting Minutes of The Norfolk  
 County Mosquito Control District Commission**  
*Held by Zoom Conference*

**Commissioner’s present:** Robin Chapell, Linda Shea, Norman Jacques, Maureen MacEachern, Richard Pollack

**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 1:33 p.m.

**1) Agenda Item: Approval of the minutes of the January 21st, 2021 Commission Meeting**

**Action:** The minutes of the January 21st, 2021 Commission meeting were unanimously approved on a motion by Mrs. MacEachern, with a roll call vote of all 5 Commissioners.

**2) Agenda Item: Budget Overview**

**a. Overview of FY 2021**

The Director, previous to the meeting, sent a budget overview document to the Commissioners. This sheet showed an overview of the FY 2021 appropriation of \$2,001,629, plus the FY 2020 rollover of \$102,194, for a total available funds for FY 2021 of \$2,103,823. The Director noted a very rough estimate of year end expenditures of about \$2,054,866. The Director sent the Budget Notification documents to the towns. There has been no feedback, questions, or comments from the towns in response. Some upcoming pesticide purchases and the spring aerial larvicide will be big factors in the final budget figures for the year.

The Director also updated the Commission on new developments in the PFAS investigation and brief discussion ensued.

- b. The Field Operations Manager informed the Commission about the installation of the vehicle Telematics. There have been some minor glitches, but overall installation is complete and we are able to track vehicles as well.

**Action:** The Budget Overview report was unanimously approved on a motion by Mr. Jacques, with a roll call vote of all 5 Commissioners.

**3) Agenda Item: Fieldwork Overview**

- a. Year to date review: The Director, previous to the meeting, sent 2 spreadsheets documents to the Commissioners highlighting graphed data of field work accomplished for the entire calendar year 2020. Brief discussion and some questions ensued regarding various graphs.

**Action:** The Fieldwork Overview report was unanimously approved on a motion by Mrs. Chapell with a roll call vote of all 5 Commissioners.

**4) Agenda Item: Mosquito Control for the 21<sup>st</sup> Century Task Force**

Mr. Pollack shared that there really have been no new developments. The Task Force will be reviewing any possible responses to the RFR that was put out in early March.

**Action:** No action taken.

- 5) **NMCA virtual meeting -** The Director updated the Commission on the NMCA Annual meeting that took place virtually in January and February.

**Action:** No action taken.

**Other Notes or Information**

1. New/Old Business or items to be put on next meeting's agenda.

The Commission set the next Commission meeting to be held virtually on Thursday, March 25<sup>th</sup>, at 1:30 pm.

At 2:24 p.m. the meeting was adjourned on a motion by Mr. Pollack.

Respectfully submitted,

Linda Shea, Chairman