

Norfolk County Mosquito Control District

Commission Meeting

June 19, 2014

The Meeting was called to order at 4:01 P.M. at District Headquarters

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

The minutes of the May 15th, 2014 Commission meeting were unanimously accepted on a motion by Mrs. MacEachern, seconded by Mr. Jacques.

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 end the year with a \$136,800 rollover which is 8.6% of the FY 2014 appropriation.

Alisha Bouchard updated the Commission on new developments in the facility relocation process, noting that a new contact person from DCAM was assigned to the MC Districts and that this new contact was currently working on priority issues related to the Cape Cod and Bristol County Districts. As soon as these were resolved, attention would then shift to the Norfolk County District.

The Budget Overview Report was unanimously accepted on a motion by Mrs. Chapell, seconded by Mr. Pollack.

The Fieldwork Accomplished report was presented. The Director made known that the city of Quincy had bought catch basin treatment product and was treating catch basins in the city with its own licensed employees. This was a program that had been initiated by the City.

The Director shared with the Commission a decision to utilize a new larvicide product (VectoBac GR) based on its better swath characteristic when applied by helicopter, its greater density, its higher particle per square foot, and its label of "For organic production".

The Field Operations Manager shared about current progress in the Tire Removal program and asked the Commission for direction on limits to the program. [I.e. should the district remove tires with rims? If there were a minor amount of rimmed tires in with non-rimmed tires could they be removed? What amount was acceptable?] Discussion ensued regarding all these questions. Mr. Jacques made a motion to have the District only accept rimless tires, and to only accept 10 or less tires per year, per residence. The policy would be reviewed quarterly to make sure it was functional. Exceptions could be made to these restrictions by district staff in the case of tires discovered in the course of routine inspections. The motion carried unanimously, seconded by Mrs. Chapell. The Field Operations Manager, shared with the Commission about a tire pile in Foxboro that had been brought to the attention of the District by a neighbor of the land on which the tires reside. It was estimated that there were around 5,000 tires on this property, with about half of the tires with rims on them. This property has a lien on it from the town. The Commission deemed this amount of tires to be too large a burden for the District to remove, and on a motion by Mr. Pollack directed the Director to contact the Town of Foxboro and to let them know of the potential risk of mosquito breeding in these tires, and to encourage the Town to take action to remove them. The motion carried unanimously, seconded by Mrs. Chapell.

Mr. Pollack shared with the Commission about a meeting he attended with The Trustees of Reservation on May 22nd with various other stakeholders. He considered the meeting to be constructive, but noted that to date the TTOR had not taken any action to remove their exclusions for either larvicide or adulticide.

The Director informed the Commission of ongoing attempts to conduct a Bee/ULV study in collaboration with some bee keepers from the Norfolk County Bee Keepers association.

The Field Work Accomplished Report was unanimously accepted on a motion by Mr. Jacques, seconded by Mrs. MacEachern.

The Chair, Mrs. Shea then continued discussion from last meeting of a proposal for a revised pay scale. She shared her thoughts and asked each Commissioner to share thoughts before any proposal was initiated. After each Commissioner spoke, there was a consensus that the proposed pay scale concept was not going work for the District. The Commission expressed appreciation for the efforts of the Field Operations Manager. Mrs. Shea made a motion to retain the current pay scale and to advance each employee who was not at the top of the chart, one step upon satisfactory review, effective July 1, 2014. The motion was seconded by Mr. Jacques and unanimously accepted. The Director mentioned that the Commission would still need to address issues that were unrelated to the pay scale but were items that had been proposed as part of the overall pay scale/policy review initiated in June 2013. The Commission agreed to address these issues in upcoming meetings.

The Commission then considered a Cost of Living Adjustment (COLA) for all employees. After reviewing the COLA data retrieved from the towns, the Commission unanimously agreed, on a motion by Mr. Jacques and seconded by Mr. Pollack, to grant all employees a 2% COLA effective July 1, 2014.

The Commission then considered pay raises for the Director and Field Operations Manager. After discussion, the Commission offered a 1.5% raise to the Director and Field Operations Manager effective July 1, 2014, and offered appreciation for their efforts and hard work.

In consideration of the next meeting date, Mr. Pollack asked for flexibility in attending Commission meetings as it related to demand in his new job. The Commission agreed to meet at 5:00 pm for the foreseeable future. On a motion by Mr. Pollack seconded by Mrs. MacEachern, the Commission unanimously allowed the option for Mr. Pollack to participate in meetings by remote access during occasional hardships if needed, as long as a physical quorum existed at the meeting location.

The next meeting date was set for July 31 at 5:00 pm at district headquarters.

At 5:35 P.M. the meeting was adjourned on a motion by Mr. Jacques.

Respectfully submitted,

Linda Shea, Chairman