



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

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Operations Manager

**January 16th, 2025, Regular Meeting Minutes of The Norfolk
County Mosquito Control District Commission**

Held via Zoom

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

Commissioners absent: Kylee Foley

Quorum: A quorum was established.

Others in attendance: David Lawson – Director, Caroline Haviland - Operations Manager, Lisa Golden – Administrative Assistant

Note taker: Lisa Golden, David Lawson

- 1) **Call to Order – Establishment of Quorum.** The meeting was called to order at 1:00 P.M. by Chair Chapell.
- 2) **Agenda Item: Public Comment:** No public comment was made.
- 3) **Agenda Item: Approval of the minutes of the December 19th, 2024, Commission Meeting:**

Action: The minutes of the December 19th, 2024 Commission meeting were unanimously approved on a motion by Commissioner Jacques, second by Commissioner Shea.

4) **Agenda Item: Budget Overview**

a) **Projections for FY 2025**

The Director noted that there is nothing of detailed significance to report regarding FY 2025. He highlighted the continuing challenge of EV implementation and the possible financial repercussions from that for this fiscal year. It is still unclear if we will be purchasing EV's. The Director noted that he is working on the Budget Notification to the Districts municipalities in compliance with SRMCB policy.

Action: The Budget overview report was approved on a motion by Commissioner Shea, second by Commissioner Jacques.

5) Agenda Item: Field work overview

The Director shared a series of graphs highlighting pesticide usage and field work accomplished for the entire year 2024 in comparison with the previous 20 years. The Operations Manager shared about a recent chainsaw training that took place at the District headquarters showing some photographs of the event.

Action: The Fieldwork overview report was unanimously approved on a motion by Commissioner Pollack, second by Commissioner Shea.

6) Agenda Item: Update on Pending Legislative Bills

The Director noted that there has been no new information regarding any pending legislative bills since April of 2023 when bills were sent to committee.

Action: No action taken.

7) Agenda Item: Update on EV First and Fleet Rightsizing initiatives from OVM

Operations Manager Haviland provided an update regarding the District's efforts to install infrastructure for EV implementation. A proposal for installation of chargers was received the day before the meeting. This is progress. The District and the Landlord will take a look at this with an eye toward a decision soon. The Operations Manager will be putting together a Fleet Operations Plan due by the end of the month.

Action: No action taken.

8) Agenda Item: Next Meeting Date

The next Commission meeting was set for February 27th at 1:00 pm to be held by Zoom Conference.

Other Notes or Information

New Business: The Director mentioned that the annual training was recently posted on everyone's MassAchieve accounts. This includes the Commissioners. Some discussion ensued. The Administrative Assistant will send out instructions for the Commissioners.

At 1:36 p.m. the meeting was adjourned on a motion by Commissioner Jacques.

Respectfully submitted,

Robin Chapell, Chair