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

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Operations Manager

September 22, 2026, Regular Meeting Minutes of The Norfolk County Mosquito Control District Commission

Held via Zoom

Commissioners Present: Robin Chapell, Landis Hershey, Norman Jacques, Linda Shea, Richard Pollack

Commissioners Absent:

Quorum: A quorum was established.

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

Note takers: David Lawson, Pam Verbeck

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 August 20, 2026, Commission Meeting:**

   Action: The minutes of the August 20, 2026, Commission meeting were unanimously approved (roll call) on a motion by Commissioner Jacques, second by Commissioner Pollack.

4. **Agenda Item: Budget Overview**

   a. **Review of the close of the FY 2026 budget**

   - The Director shared the NCMCD Budget Overview sheet – FY 26, dated September 22, 2026. We closed out the FY 26 budget officially with a rollover of $158,879, which impacts things as we talk about going forward.
   - We avoided a flood this past summer and didn't have to do an aerial larvicide treatment which saved money.

b. Overview of the beginning of the FY 2027 budget with planning for FY 2028

- The Operations Manager shared a "Beyond FY 2027" document. She suspects that we may be lean going into the next fiscal year. Different scenarios were presented for discussion (no vote needed today). Unfortunately, we can't yet plan on fleet costs.
- The Director shared that SRB for years has declared 10% the limit, but that isn't always upheld. We have only been over 10% once. On Central's budget sheet, they allocate $100,000 per year for worker's comp. Commissioner Pollack asked what the towns do in similar circumstances, which the response was that they have worker's comp insurance. Commissioner Chapell asked the Director to bring this discussion up at the next SRB meeting, which he will do. The Director shared that we are leaning towards requesting a 6.5% increase. We will keep an eye on this for the fall and hopefully put forth a vote in December.
- The Director is considering holding an open house for a Q&A session with town government officials.

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

5. Agenda Item: Field Work Overview

- The Director shared the 9/21/2026 Field Work Accomplished report with the Commission.
- The ULV program ended two weeks ago.
- Compared to the last two years, service requests have gone down a little bit. There were no major floods and it was generally a dry summer.
- The Director shared a comparison of requests and no sprays. For some reason, Medfield requests were way down from the previous year.
- The crew has been out hand cleaning, which will continue until spring.

Action: The Fieldwork overview report was unanimously approved (roll call) on a motion by Commissioner Hershey, second by Commissioner Jacques.

6. Arbovirus updates

- The Director shared a spreadsheet showing mosquito samples that have been reported positive for WNv. There was a pretty intense WNv spread throughout the Boston Metro area.

- There has been a noted increase of Cs. melanura across various reports of the Districts. There is concern that this, along with other factors, may be a set up for increased EEE risk next year.

Action: No action taken.

7. Agenda Item: Update on Pending Legislative Bills Related to Mosquito Control

- The Director noted that there is nothing new to report.

Action: No action taken.

8. **Agenda Item: Update and Discussion of the Executive Office of Energy and Environmental Affairs Information Technology (EOEEA IT) and Executive Office of Technology Services and Security (EOTSS) Migration Process.**

   The Director highlighted that the new phones/phone connection were installed. There is no new information on the upcoming parts of the migration that are expected to happen this fall.

   The draft of our website being pulled into the Commonwealth's website is being updated. Commissioner Pollack mentioned that it would be helpful if the "search" field was more specific to NCMCD.

   Action: No action taken.

9. **Agenda Item: Next Meeting Date**

   The next Commission meeting was set for October 21st, 2026, at 1:00 p.m., to be held by Zoom Conference.

   Other Notes or Information
   The Director will add the transition of Directorship to the next meeting agenda.

10. **Adjournment** (vote required) – At 1:54 p.m. the meeting was adjourned on a motion by Commissioner Shea, second by Commissioner Pollack.

Respectfully submitted,

Robin Chapell, Chair