



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** **RICHARD J. POLLACK, PHD** **LINDA R. SHEA** **KYLEE C. SULLIVAN**
Commissioners

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Field Operations Manager

April 27th, 2023, Regular Meeting Minutes of The Norfolk County
Mosquito Control District Commission
Held by Zoom Conference

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

Commissioners absent:

Quorum: A quorum was established.

Others in attendance: David Lawson – Director, Caroline Haviland - Field Operations Manager, Kim Sklar – Administrative Assistant.

Note taker: Kim Sklar

- 1) **Call to Order – Establishment of Quorum.** The meeting was called to order at 1:30 P.M. by Chair Chapell.
- 2) **Schedule Next Meeting.** The Director noted that employee performance reviews will be done soon and will be presented at a future meeting. In order to move forward with pay rate changes July 1st, 2023, the minutes from the June meeting need to be sent to Boston in a timely manner. The next meeting is scheduled for Wednesday, May 17th at 1:00pm. The following meeting is scheduled for Thursday, June 15th at 1:30pm.
- 3) **Agenda Item: Approval of the minutes of the March 9th, 2023, Commission Meeting**

Action: The minutes of the March 9th, 2023, Commission meeting were unanimously approved on a motion by Commissioner Jacques, second by Commissioner Shea, with a roll call vote.

- 4) **Recognition and Remembrance**

The Director took a moment to recognize the passing of Maureen MacEachern, former Commissioner, and noted that trees had been purchased and donated in her honor. The Commissioners shared remembrances and noted an appreciation for her years of service.

5) **Budget Overview**

a) **Overview of FY 2023**

The Director shared a budget overview sheet with the Commissioners. With total funds available of \$2,113,220 and estimated expenditures of \$2,148,406 the estimated rollover into FY2024 would be approximately \$176,461. The Director noted that the replacement truck is to be delivered before the end of FY23 at \$118,486. The rollover will be “normal” this coming transition to FY24. If further larvicide work is NOT conducted this fiscal year, then the rollover may increase to around 10% of our appropriation. With uncertainty around electric vehicle purchases and accommodation, it will be good to have a larger rollover as a buffer going forward. The District is expected to end the year in good shape fiscally.

b) **Update on Field Technician hiring**

The Director updated the Commission on recent activity regarding the posting of the seventh Field Technician position. It was noted that suggestions from the previous meeting were appreciated and that the position information was posted in several locations, however the applicants have not had outdoor experience and many have been too over-qualified for the position. Two new applications have been received and will be reviewed more closely. The Director noted that this is not currently a crisis, however a new Field Technician is needed within the year.

c) **Review of any updates on proposal to request SRMCB for increase in Commissioner reimbursement rate**

The Director noted that there is nothing new to report on this item. In conjunction with this agenda item, the Director informed the Commission that this topic was not discussed at the most recent SRMCB meeting, however Ashley Randle has newly taken over as Commissioner and when asked by another district about the stipend increase, she said she would look into it. The Director will keep the Commission updated.

Action: The Budget Overview report was unanimously approved on a motion by Commissioner Pollack, second by Commissioner Sullivan, with a roll call vote.

6) **Field work overview**

The Director shared the 2023 field work accomplished report with the Commission. The Field Operations Manager and Director highlighted items from the report. There was discussion about the completion of the spring aerial application and that currently most of the work is ground larviciding. Commissioner Jacques questioned the equity among towns in the District based on the report showing hours of work performed. The FOM explained the equations that she uses to ensure that work is equitable and explained that towns have differing needs. Chair Shea noted that she feels confident towns are getting what they need. The FOM discussed Water Management projects upcoming in Norfolk, Quincy and possibly Foxborough and offered to provide photos at a future meeting.

Action: The Fieldwork Overview report was unanimously approved on a motion by Commissioner Shea, second by Commissioner Jacques, with a roll call vote.

7) **Update on Jamestown Canyon Virus Surveillance and Testing**

The Director and Dr. Pollack explained that the Jamestown Canyon Virus was first identified in Colorado. It is similar to West Nile Virus and Eastern Equine Encephalitis and that although rare, it is showing up more. The CDC is funding a project with UMass Amherst as a new CDC Center for

Excellence in Vector Borne Disease, and Stephen Rich is offering free testing for the districts to look for the virus. The DPH, SRB and UMass are working on a Memorandum of Understanding which will determine how the data will be handled. Commissioner Pollack noted that participating in this testing does not cost the Project anything, except perhaps the cost to drive the mosquitoes to the lab.

8) Update on EV First and Fleet Rightsizing initiatives from OVM

The FOM updated the Commission on her research of the requirements to update the leased building with power to charge EV vehicles. In discussion with the landlord, price for just power to the building was around \$36,000. Landlord was hoping for more grants through the state. The FOM has been in contact with the Director of Plymouth County, who has been providing good information on the process.

Action: No action taken.

Other Notes or Information

- 1) The Director discussed an email that was sent by Taryn LaScola-Miner related to the Children's and Families Protection Act. The information provided has become a non-issue as the language was not included in the legislative bill, however should it become an issue in the future, the District would not be able to use the products that are currently used. There was a brief discussion about whether there is a requirement for the District to treat schools, etc. and the Director noted that he does not believe it is a requirement. Dr. Pollack also noted that he asked Taryn LaScola and Jessica Burgess about whether it was actually legal for the Districts to apply products that are not registered by the EPA. Apparently, this is the case in some states. At the time of the meeting, he was still awaiting a reply.

The next meeting was set for Wednesday, May 17th at 1:00 pm. This meeting will be held by Zoom Conference.

At 2:30 p.m. the meeting was adjourned on a motion by Commissioner Jacques.

Respectfully submitted,

Robin Chapell,
Chairman