



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 MAUREEN P. MACEachern LINDA R. SHEA RICHARD J. POLLACK, PHD
Commissioners

DAVID A. LAWSON
Director

CAROLINE E. HAVILAND
Field Operations Manager

October 20th, 2021 Regular Meeting Minutes of The Norfolk
County Mosquito Control District Commission
Held by Zoom Conference

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

Commissioners absent:

Quorum: A quorum was established.

Others in attendance: David Lawson, Director, Caroline Haviland, Field Operations Manager
Leandra Maclean, Sharon BOH, Anthony Caso

Note taker: David Lawson

The meeting was called to order at 12:33 p.m. by Chair Shea.

1) **Agenda Item: Approval of the minutes of the September 23rd, 2021 Commission Meeting**

Action: The minutes of the September 23rd, 2021 Commission meeting were unanimously approved on a motion by Mrs. Chapell, with a roll call vote.

2) **Agenda Item: Budget Overview**

a. **Overview of FY 2021/beginning of FY 2022**

The Director, previous to the meeting, sent two budget overview documents to the Commissioners. The first sheet showed an overview of the FY 2021 appropriation of \$2,001,629, the FY 2020 rollover of \$102,194, and a rebate of \$3,608 for a total available funds in FY 2021 of \$2,107,428. The Director highlighted the final year end expenditures at \$1,972,429, making the final rollover \$134,999.

For the new fiscal year FY22, the Director simply noted the new estimated expenditures of \$2,064,215 and estimated rollover into FY 2023 of \$132,462. The Director explained that the spring will likely bring higher than normal pesticide expenditures since stock is low now.

The Director informed the Commission of the resignation of Field Technician Anthony Caso, week ending October 16, 2021.

Action: The Budget Overview report was unanimously approved on a motion by Mrs. MacEachern with a roll call vote.

3) **Agenda Item: Fieldwork Overview**

a. **Overview of 2021 year to date:**

The Director, previous to the meeting, sent a spreadsheet highlighting field work accomplished for the calendar year 2021 so far.

b. The Field Operations Manager updated the Commission that an RFR for a new tire recycling contract is open for bidders.

Action: The Fieldwork Overview report was unanimously approved on a motion by Dr. Pollack, with a roll call vote.

4) **Agenda Item: Surveillance/Virus update**

The Director shared that there have been no new mosquito isolates since the last meeting. There have been ten isolates of WNV from trapped mosquitoes in 5 municipalities in the District.

Action: No action taken.

5) **Agenda Item: Mosquito Control for the 21st Century Task Force**

Dr. Pollack shared that Task Force subcommittee meetings and regular meetings are being scheduled out to as far as February 2022. Dr. Pollack briefly shared on various discussion topics in some of the subcommittee meetings that he has participated in.

Action: No action taken.

6) **Pay scale review:**

The Director shared with the Commission that MGT Consulting continues the process of constructing pay scale options for the District. It is likely there will be something to report to the Commission at the next meeting.

Action: No action taken.

7) **Executive Branch employees vaccination mandate:**

The Commissioners were all sent e-mail attachments or actual copies in the mail of a hard copy attestation form. The Director noted that he was meeting with Alisha Bouchard and Johanna Zabriskie on Friday the 22nd to discuss the vaccine status of our employees.

Action: No action taken.

Other Notes or Information

- 1) Former Field Technician, Anthony Caso, unexpectedly joined the Commission meeting. Chair, Linda Shea, explained that the meeting had to follow the agenda, but they would allow him to speak during the open discussion. At that time, Chair Shea asked Anthony if he would like to address the Commission. He indicated that he had provided a letter to the Director and wondered if it had been shared. The Director reminded Mr. Caso that he had asked the Director not to share it, so he had not. Mr. Caso indicated that he wished to add to the letter and then submit it to the Commission. The Chair indicated that the Director was to receive it and share it once received. Mr. Caso indicated that he resigned because of the Field Operations Manager, but did not wish to offer details when offered an opportunity.
- 2) Maureen MacEachern announced that the next meeting (Nov. 17th) will be her last meeting as a Commissioner, as she is moving out of the District.

The Commission set the next Commission meeting date to be held virtually on Wednesday, November 17th, at 1:30 pm.

At 1:26 p.m. the meeting was adjourned on a motion by Dr. Pollack.

Respectfully submitted,

Linda Shea, Chairman