

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

State Reclamation and Mosquito Control Board

251 Causeway Street, Suite 500, Boston, MA 02114

617-626-1700 fax: 617-626-1850 www.mass.gov/agr



DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

RICHARD K. SULLIVAN JR
Secretary

GREGORY C. WATSON
Commissioner

MEMBERS

Lee Corte-Real, **Chairman**
Department of Agricultural
Resources (DAR)

Anne Carroll
Department of Conservation
And Recreation (DCR)

Gary Gonyea
Department of Environmental
Protection (DEP)

DATE: **Wednesday, May 23, 2012**
TIME: 10:00 AM-NOON (or longer if necessary)
LOCATION: **Walpole Town Hall, 135 School Street, Walpole, MA 02081** in the
Main Meeting Room on the 1st floor. **Note:** School Street is located one
block away from the intersection of Route 1A and Route 27.

For more information, please call (617) 626-1777

ADMINISTRATION

Mark S. Buffone
Executive Director

Alisha Bouchard
Project Administrator

MOSQUITO CONTROL PROJECTS & DISTRICTS

Berkshire County Mosquito
Control Project

Bristol County Mosquito
Control Project

Central Massachusetts
Mosquito Control Project

Cape Cod Mosquito
Control Project

East Middlesex Mosquito
Control Project

Norfolk County Mosquito
Control Project

Northeast Massachusetts
Mosquito & Wetland
Management District

Plymouth County Mosquito
Control Project

Suffolk County Mosquito
Control Project

Meeting Agenda

- A. **Start:** Call to Order by Chairman Corte-Real, and Attendance.
- B. **Minutes/Summary:** The Board will consider for approval the meeting minutes of the March 14, 2012 and April 17, 2012 meeting. **(Vote Required)**
- C. **FY 13 Mosquito Control Budgets:** The Board will consider approval/ certification of FY 13 budgets (including balances forwarded, prior year spending, and budget policy compliance). **(Vote Required)**
- D. **Public comment/input period:** The Board will provide an opportunity for the general public to speak and listen to their concerns.
- E. **Other Business: (if any)**
- F. **Adjournment and Next Meeting Date:** The Board will announce next meeting date and officially adjourn the meeting.

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Subject: Meeting Minutes

Date: Wednesday, May 23, 2012

Place: Walpole Town Hall, 135 School Street, Walpole, MA 02081 in
the Main Meeting Room on the 1st floor.

**Present for the:
Board and Administration:**

Lee Corte-Real, Department of Agricultural Resources, Chairman
Bruce Hansen, Department of Conservation and Recreation, Member
Gary Gonyea, Department of Environmental Protection, Member
Mark Buffone, Executive Director
Alisha Bouchard, Projects Administrator
Jessica Burgess, MDAR Counsel

Mosquito Control Project Commissioners:

Carolyn Brennan, Plymouth County Mosquito Control Project
Robin Chapell, Norfolk County Mosquito Control Project
Norman P. Jacques, Norfolk County Mosquito Control Project
John Morris, Northeast MA Mosquito Control & Wetlands Management District
Arthur Tobin, Bristol County Mosquito Control Project

Mosquito Control Project Directors/ Superintendents /Assistants:

Steve Burns, Bristol County Mosquito Control Project
Jack Card, Northeast MA Mosquito Control & Wetlands Management District
Tim Deschamps, Central MA Mosquito Control Project
John Doane, Cape Cod Mosquito Control Project
Chris Horton, Berkshire County Mosquito Control Project
Bruce A. Landers, Suffolk County Mosquito Control Project
David Lawson, Norfolk County Mosquito Control Project
Timothy McGlinchy, Central MA Mosquito Control Project
Gabrielle Sakolsky, Cape Cod Mosquito Control Project
Tony Texeira, Plymouth County Mosquito Control Project

Others in Attendance:

Dan Daley, Plymouth County Mosquito Control Project
JoAnn Fawcett, Plymouth County Mosquito Control Project
Barbara Johnson, Bristol County Mosquito Control Project
Sungeun Jung, Massachusetts DPH
Kimberly King, VBD Corporation
Cindy Stinson, Massachusetts DPH
Kathy Zhao, Massachusetts DPH

A. Start: Call to Order by Chairman Corte-Real, and Attendance.

Chairman Lee Corte-Real called the meeting to order promptly at 10:00 AM. The Chairman stated that the first order of business was attendance and began by conducting the roll call of members present. Those present were Bruce Hansen representing Commissioner Edward M. Lambert Jr. Department of Conservation and Recreation, Gary Gonyea representing Commissioner Kenneth L. Kimmel of the Department of Environmental Protection, and Chairman Lee Corte-Real recognized himself representing Commissioner Gregory C. Watson, of the Department of Agricultural Resources. The chairman remarked that Commissioner Watson was previously Commissioner in the early 1990's and welcomed him back to lead the agency. The Chairman stated that three members were present which constitute a quorum. Chairman Corte-Real proceeded to the next order of business being the minutes of March 14, 2012.

B. Minutes/Summary: The Board will consider for approval the meeting minutes of the March 14, 2012 and April 17, 2012 meeting. **(Vote Required)**

B.1: Background: The Chairman asked members if there were any comments, corrections, changes, or amendments regarding the minutes. He asked for a motion for each set of minutes. Hearing none, he entertained a motion to approve the minutes of meeting minutes March 14, 2012.

The second set of minutes was for April 17, 2012. The Chairman stated that this meeting was for the purpose of interviewing Commissioners for Suffolk County Mosquito Control Project since the project had 4 vacancies. The Board needed to take prompt action to remedy this matter and believed this was the best way of handling this issue was to have all three members present at this meeting.

B.2: Questions and Discussions: G. Gonyea noted that he had reviewed the minutes and sent edits to the Executive Director for amendment. M. Buffone stated that all changes received were incorporated into the minutes before the Board.

B.3: Actions Taken:

#1 G. Gonyea moved to approve the meeting minutes March 14, 2012. The motion was seconded by B. Hansen and the minutes were voted unanimously 3-0.

#2 B. Hansen moved to approve the meeting minutes April 17, 2012. The motion was seconded by G. Gonyea and the minutes were voted unanimously 3-0.

C: *FY 13 Mosquito Control Budgets:* The Board will consider approval/ certification of FY 13 budgets (including balances forwarded, prior year spending, and budget policy compliance). **(Vote Required)**

C.1: **Background:** Chairman Corte-Real commented that the next item - the FY 13 budgets for individual mosquito control projects - was the primary order of business for today's meeting. He suggested that the Board proceed in alphabetically order.

C.2: **Questions and Discussion:** Chairman Corte-Real invited the Director or Superintendent of each project to address the Board if they so desire pointing out any other justifications or highlights to their proposed FY 13 budget. Also, A. Bouchard, projects administrator provided the Board with specific details concerning the proposed budgets such as year to date spending, prior year estimated balance forward or rollover, salary increases past and present, and the final number of the FY 13 budget proposed. The Board members asked a number of questions of either the Director or Superintendent of each project and the projects administrator. Members cautioned projects that future increases consider for salaries should remain in line with increases of other state employees.

The Chairman made some general comments that those projects not following the budget policy and suggested that any project that did not send out the Form SRB-3 to each of their member communities should not be condoned. He also applauded and expressed his appreciation to those projects that made the effort to send the form and obtain feedback from the local member communities. He remarked that it makes it easier for the Board to certify the proposed budgets. Board members considered the percentage of local support for proposed FY 13 increases through these new forms.

One concern expressed was that there was a limited window for the Board to insure that all of the projects FY 13 budgets were certified in order to provide the Department of Revenue final numbers for cherry sheet assessment calculations. The Board members discussed and agreed that another meeting be held to consider those projects who did not provide the Form SRB-3 to allow them a couple of weeks to obtain any feedback before voting. There were also discussions to interview new candidates at this meeting or hold a separate one from the budget issues.

The Chairman and members remarked the Berkshire proposed increases were reasonable but wanted the project to make the effort to obtain feedback from its 7 member towns.

The Chairman remarked in particular about the proposed 23.4 % increase for Bristol, which is a substantial increase. This amount along with approximately \$120,000 in rollover funds equates to an additional \$400,000 dollars for the district. The Chairman addressed A. Tobin's comment that the project held its public meeting before the amendment to the budget policy requiring the Form SRB-3. The Chairman stated that the fact that they had their meeting prior to the amendment did not negate compliance after the fact to send out the Form SRB-3 to its member communities.

C.3: **Actions Taken:** Motions were made, seconded, and voted by the Board for each mosquito control project and are cited below.

Motion 1-Berkshire County Mosquito Control Project

G. Gonyea made a motion that Berkshire County Mosquito Control Project solicit support letters or Form SRB-3 for their proposed budget increases from their 7 member communities and submit to the Board as soon as possible within 2 weeks or no later than June 6th. The motion was seconded B. Hansen and voted unanimously 3-0. The members also agreed to schedule an additional Board meeting on June 7, 2012 to re-consider the Berkshire FY 13 proposed budget.

Motion 2-Bristol County Mosquito Control Project

G. Gonyea made a motion that Bristol County solicit support letters or Form SRB-3 for their proposed budget increases from their member communities and submit to the Board as soon as possible within 2 weeks or no later than June 6th. The motion was seconded B. Hansen and voted unanimously 3-0. The members also agreed to hold a meeting on June 7, 2012 to re-consider the Bristol FY 13 proposed budget.

Motion 3-Cape Cod Mosquito Control Project

G. Gonyea made a motion to certify and approve the Cape Cod Mosquito Control Project FY 13 budget in the amount of \$1,744,201 dollars. The motion was seconded by B. Hansen and voted unanimously 3-0.

Motion 4-Central MA Mosquito Control Project

G. Gonyea made a motion to certify and approve the Central MA Mosquito Control Project FY 13 budget in the amount of \$1,821,893 dollars. The motion was seconded by B. Hansen and voted unanimously 3-0.

Motion 5-East Middlesex Mosquito Control Project

The Board noted that the East Middlesex Mosquito Control Project is a volunteer trust and their assessments are not deducted as a cherry sheet assessment. Each member communities vetted the assessment at their town meetings. Nonetheless, G. Gonyea made a motion to certify and approve the East Middlesex Mosquito Control Project FY 13 budget proposed at approximately \$678,000 dollars subject to change per their member community vote at town meetings. The motion was seconded by B. Hansen and voted unanimously 3-0.

The Chairman made a special notation that the project could undergo budget changes due to the possibility of an ISA with Suffolk due to the upcoming retirement of the Superintendent.

Motion 6-Norfolk County Mosquito Control Project

G. Gonyea made a motion to certify and approve the Norfolk County Mosquito Control Project FY 13 budget in the amount of \$1,524,700 dollars. The motion was seconded by B. Hansen and voted unanimously 3-0.

The Chairman commented that he was particularly pleased that the project found cost savings to reduce its budget from its original proposed increases.

Motion 7- Northeast MA Mosquito Control & Wetlands Management District

G. Gonyea made a motion to certify and approve the Northeast MA Mosquito Control & Wetlands Management District FY 13 budget in the amount of \$1,589,540 dollars. The motion was seconded by B. Hansen and voted unanimously 3-0.

Motion 8-Plymouth County Mosquito Control Project

G. Gonyea made a motion to certify and approve the Plymouth County Mosquito Control Project FY 13 budget in the amount of \$1,557,472 dollars. The motion was seconded by B. Hansen and voted unanimously 3-0.

The Chairman remarked he was surprised that there was not more support illustrated through the Board's Form SRB-3 since there is has been concern expressed by residents at the local level and in the media.

G. Gonyea made a special request to Plymouth urging them to work closely with the MA DPH concerning submission of mosquito collections to improve the reliability of the MA DPH surveillance system. The Board members commented that specific costs from changing their collection schedule should be built into future budgets by requesting seasonal help or an assistant for their entomologist to collect and quickly sort mosquitoes. The Chairman noted that is a budget increase the Board would support.

Motion 9-Suffolk County Mosquito Control Project

B. Hansen made a motion to certify and approve the Suffolk County Mosquito Control Project FY 13 budget in the amount of \$260,283 dollars. The motion was seconded by G. Gonyea and voted unanimously 3-0.

The Chairman brought up the Suffolk district potential ISA with East Middlesex for mosquito control services. B. Landers told the Chairman that the new Commissioners are discussing this merger and it appears that for the time being the district would remain intact with East Middlesex providing fee for services. David Henley will speak to both the Boston Health Department and his Commission in the near future. Any proposal or decisions would be furnished to the Board when available.

Motion 10-State Reclamation and Mosquito Control Project Administration

B. Hansen made a motion to certify and approve the Administration's FY 13 budget in the amount of \$269,457 dollars. The motion was seconded by G. Gonyea and voted unanimously 3-0.

D: **Public Comment:** The Board provided an opportunity for the general public to speak and listen to their concerns.

D.1: **Background:** The Chairman asked if there were any other comments.

D.2: **Questions and Discussion:** Mr. Doane asked about the next meetings. The Board highlighted the agenda for each proposed tentative dates for Thursday, June 7, 2012 in Boston for re-consideration of the Berkshire and Bristol FY 13 proposed budgets and interviews for 3 candidates for Northeast. Another date proposed was Tuesday, June 12, 2012 in Amherst for the Board to interview new candidates for Berkshire County Mosquito Control Project Commission.

G. Gonyea brought up NPDES permits and asked if there were any problems. He noted that if there were any questions to bring them forward to EPA and Bob Kubit.

D.3: **Actions Taken:** None

E: **Other Business (if any):** New Time Card Attendance System

E.1: **Background:** The Chairman raised this issue and its impacts to the mosquito control projects. He asked A. Bouchard about training for the projects.

E.2: **Questions and Discussion:** A. Bouchard stated that the state Human Resource Department (HRD) would roll this out. Due to the fact that the Board is considered a complex agency, the Board would not go live until later in the year. There may be online training to train on to log in attendance. Other options were discussed where the projects may not be required to be part of the new system.

E.3: **Actions Taken:** None

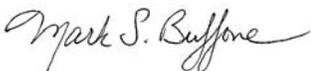
F: **Adjournment and Next Meeting Date:** The Board will announce next meeting date and officially adjourn the meeting.

F.1: **Background:** The members agreed to schedule additional Board meeting on Thursday, June 7, 2012 for re-consideration of the Berkshire and Bristol FY 13 proposed budgets. Another date proposed was Tuesday, June 12, 2012 for the Board to interview new candidates for Berkshire County Mosquito Control Project Commission.

F.2: **Questions and Discussions:** None

F.3: **Action Taken:** Bruce Hansen made motion to adjourn the meeting at 12:00 PM (NOON) and seconded by Gary Gonyea and unanimously voted 3-0.

Respectfully submitted,



Mark S. Buffone
Executive Director