

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

State Reclamation and Mosquito Control Board Meeting Agenda

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)

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

DATE: **Wednesday, October 24, 2012**

TIME: **10:00 AM-NOON**

LOCATION: **Pita Hall
9 Plum Island Boulevard
Newbury, MA 01951**

- A. Call to order and attendance by Chairman Lee Corte-Real
- B. Brief Introduction and Remarks from Jack Card of Northeast MA Mosquito and Wetland District
- C. Approval of Minutes of June 7th, June 12th, July 19th And August 9th, 2012 (**Vote Required**)
- D. 2013 Quarterly Meeting Dates and Locations
- E. 2012 Operational Annual Reports
- F. Self-Service Time and Attendance (SSTA)
- G. FY 14 Budgets/Budget Policy/Public Meetings/SRB-3 Forms/Environmental Monitor
- H. Northeast MA Mosquito & Wetland Mgmt District –Research Collaborative with Center for Vector Biology and Zoonotic Diseases, Connecticut Agricultural Experiment Station
- I. Public Comment Period
- J. Adjournment

-See Directions Below -

**These directions (for Bob's Lobster Hut)
will get you to Pita Hall which is next to Bob's**

From 95 South:

Route 95 North to Exit 57, Route 113.

Right off ramp towards Newburyport.

Follow for approximately 4.5 miles and make a left turn onto Rolfe's Lane at the light.

At the end, turn right onto Plum Island Turnpike.

We are one mile ahead on the left.

From 495 South:

Route 495 North to Exit 55, Route 110.

Stay in right lane for Route 95 South to Exit 57.

Left off ramp towards Newburyport, east.

Follow for approximately 4.5 miles and make a left turn onto Rolfe's Lane at the light.

At the end, turn right onto Plum Island Turnpike.

We are one mile ahead on the left.

From 95 North:

Route 95 South to Exit 60 (to Route 286).

Continue straight 1.7 miles; becomes Route 1 South.

Travel 2.5 miles and take the first exit off of the bridge for downtown Newburyport.

At the stop sign make a left.

Stay straight following the river and

we are 2½ miles on the left.

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Mosquito & Wetland
Management District

Plymouth County Mosquito
Control Project

Suffolk County Mosquito
Control Project

Subject: Meeting Minutes

Date: Wednesday, October 24, 2012

Place: **Pita Hall**
9 Plum Island Boulevard
Plum Island
Newbury, MA 01951

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:

Joseph Giarrusso, Northeast MA Mosquito Control & Wetlands Management
District Commission
Vincent Russo, Northeast MA Mosquito Control & Wetlands Management District
Commission
Paul Sevigny, Northeast MA Mosquito Control & Wetlands Management District
Commission

Mosquito Control Project Directors/ Superintendents /Assistants:

Jack Card, Northeast MA Mosquito Control & Wetlands Management District
Esteban Cuebas-Incle, Northeast MA Mosquito Control & Wetlands
Management District
Jennifer Dacey, Bristol County Mosquito Control Project
Tim Deschamps, Central MA Mosquito Control Project
Caroline Haviland, Norfolk County Mosquito Control Project
David Henley, East Middlesex Mosquito Control Project
Chris Horton, Berkshire County Mosquito Control Project
Robyn Januszewski, Northeast MA Mosquito Control & Wetlands Management
District
Barbara Johnson, Bristol County Mosquito Control Project
Bruce A. Landers, Suffolk County Mosquito Control Project

Mosquito Control Project Directors/ Superintendents /Assistants:

David Lawson, Norfolk County Mosquito Control Project

Timothy McGlinchy, Central MA Mosquito Control Project

William Mehaffey, Northeast MA Mosquito Control & Wetlands Management District

Gabrielle Sakolsky, Cape Cod Mosquito Control Project

Emily Sullivan, Northeast MA Mosquito Control & Wetlands Management District

Tony Texeira, Plymouth County Mosquito Control Project

A. Call to order and attendance by Chairman Lee Corte-Real

Chairman Lee Corte-Real called the meeting to order at 10:07 AM. He took roll call. Those present were Gary Gonyea representing Commissioner Kenneth L. Kimmel of the Department of Environmental Protection, Bruce Hansen representing Commissioner Edward M. Lambert Jr. Department of Conservation and Recreation, and Chairman Lee Corte-Real recognized himself representing Commissioner Gregory C. Watson, of the MA Department of Agricultural Resources. The Chairman stated that there was a quorum. Chairman Corte-Real proceeded to the next order of business being the minutes.

B. Brief Introduction and Remarks from Jack Card of Northeast MA Mosquito and Wetland District

B.1: Background: The Chairman asked Jack Card, Director of the Northeast MA Mosquito and Wetland District to make some remarks as his mosquito control district was being hosted by the Northeast MA Mosquito Control & Wetlands Management District.

B.2: Questions and Discussions: Jack Card highlighted briefly and summarized the service that the mosquito control program provides and described the geographic area that makes up the district. The following bullets summarize his presentation to the Board.

- There are 32 communities in the district stretch from edge of Boston to NH line and as far as East Middlesex County.
- The district has 22,000 acres of saltmarsh.
- The major sources of mosquitoes found in this area develop in the salt marshes. Historically, the salt marsh mosquito was responsible for 90% of the mosquito nuisance calls in the district.
- The salt marsh mosquito continues to be a major part of the program. However the aerial helicopter larviciding program control these mosquitoes and has helped to reduce this species significantly. The successful larviciding program helps to reduce ground adulticide operations which control this species.
- 1/3 of the 22,000 salt march acres account for those areas where mosquitoes develop and 2,000- 3,000 acres are targeted for treatment.
- Bti is the pesticide or larvicide of choice in sensitive sites such as salt marshes.
- The program also controls greenhead flies via a trapping program (400 traps used each year).
- The program also treats catch basin to control Culex species incriminated in vectoring West Nile virus with approved products.
- Freshwater aerial larviciding is conducted for certain towns especially where virus has occurred.
- Ground truck mounted spraying and barrier sprays are conducted in the program.
- Management plans are prepared for each of their member city/towns. These plans outline the work to be performed by the District in each member community.
- J. Card introduced his staff and 3 Commissioners present at the meeting.
- J. Card invited those in attendance to their headquarters after the meeting.

B.3: Action Taken: The Chairman thanked the Commissioners for attending the meeting.

NOTE: Before moving to the minutes, the Chairman, on behalf of the Board acknowledged and welcomed the newly appointed Superintendent of the Bristol County Mosquito Control Project, Jennifer Dacey.

C. Approval of Minutes of June 7th, June 12th, July 19th and August 9th, 2012 (Vote Required)

C.1: Background: The Chairman asked members if there were any comments, corrections, changes, or amendments regarding the minutes. Also, he asked if the members wanted to vote separately or all the minutes as one vote. After G. Gonyea remarks, he entertained a motion to approve all the minutes of for the following dates: June 7th, June 12th, July 19th and August 9th, 2012.

C.2: Questions and Discussions: Gary Gonyea stated that he has reviewed all the minutes and made some minor adjustments which the Executive Director, Mark Buffone incorporated into the final minutes before the Board.

C.3: Action Taken: Bruce Hansen moved to approve the meeting minutes June 7th, June 12th, July 19th and August 9th, 2012. The motion was seconded by Gary Gonyea and the minutes were voted unanimously 3-0.

D. 2013 Quarterly Meeting Dates and Locations

D.1: Background: The Chairman announced this agenda item remarking that it was the Board desire to get out to various districts and to see Commissioners that the Board would not normally see. M. Buffone, the Executive Director proposed the dates for the Board's quarterly meetings for the New Year in 2013.

D.2: Questions and Discussion: He outlined the fact that meetings were held in January, March, May, and October on the 3rd or 4th Wednesday of these months.

He proposed the following dates:

January 23, 2013

March 20, or 27, 2013

May 22, 2013

October 23, 2013

He noted that he sent out invitations to host the Board meetings. He mentioned that the DCR facility in West Boylston for January. He continued that the Cape secured January 23 or March 13 at the Cape Cod Community College. The Norfolk district has reserved the Town Hall in Walpole. For October, it was thought a meeting in the Berkshires or Bristol County. The Chairman asked if the Bristol project could find a site outside of the project. He would also check on potential meeting locations.

- D.3: **Actions Taken:** There was a general consensus by the Board that the following dates and locations be used for the 2013 schedule since the members did not foresee any conflicts in their schedules.

January 23, 2013 at Cape Cod Community College

March 20, 2013 at the DCR facility in West Boylston (if not available look for alternative location)

May 22, 2013 at the Walpole Town Hall

October 23, 2013 at Bristol (site location to be announced)

- E. **2012 Operational Annual Reports** The Board discussed the 2012 operational annual reports and the dates the reports would be due.

E.1: **Background:** Chairman Corte-Real introduced this agenda item. M. Buffone explained to the Board that the annual operational plans for the last several years traditionally submitted by the mosquito control districts and projects and this were on the agenda in order for the Board to establish a due date. Also, he remarked that because of the NPDES compliance issues, which he and G. Gonyea had been in contact with Tim DesChamps to incorporate modifications to the operation annual report template to include the NPDES Permit number on the 1st page and add a NPDES section at the end of report.

E.2: **Questions and Discussion:** G. Gonyea remarked about the EPA requirement specifically section 7.4 which includes permit number, contact name, phone number, e-mail, the adverse incident section. There was discussion pertaining to adding the annual report to each projects submitted NOI. Timothy McGlinchy, of the Central MA Mosquito Control Project spoke to the Board about the Northeast Mosquito Control Association being held in Mystic, CT and the fact that the EPA representative would not be available to attend this conference to speak about NPDES and answer questions. He was asking the Board if there was another representative that could attend. Lee Corte-Real asked Tim to send him an e-mail with day and time that someone would be scheduled to speak on this matter.

E.3: **Actions Taken:** Gary Gonyea moved that the district submit their annual report no later than the January 23, 2012 meeting. The motion was seconded by Bruce Hansen and voted unanimously 3-0.

NOTE: The Chairman, on behalf of the Board noted that there were FOI request for aerial application. The Board received a FOI as well as the Bristol County Mosquito Control Project and DPH by PEER (Public Employees for Environmental Responsibility). The Chairman stated that this group believes that the Board knew we were going to conduct an emergency aerial adulticide spray operation. Therefore we should have filed a NOI prior to the aerial application. They also claim that the operation was not effective in combating mosquitoes infected with EEEv. At this time, the Chairman thanks everyone who was involved and assisted in the operation.

F. **Self-Service Time and Attendance (SSTA)**

F.1: **Background:** Chairman Corte-Real remarked that all of the projects and district have received a number of e-mails about the SSTA which is a consolidation and cost saving system for the Commonwealth. He emphasized that it was imperative that the Superintendents or time approvers go into the system and complete the initial computer training. He noted that it is fairly intuitive and straightforward. He told the audience it is important that their employees take their portion of the training. Employees will be taught how to place different codes for various work time or time out of the office such as sick time, vacation time etc.

F.2: **Questions and Discussion:** Some discussion ensued and questions answered about concerns of technicians not able to be paid if field technicians do not have computer or e-mail address.

Chairman Corte-Real remarked that the time approver will know if something is incorrect or wrong. This enables the approver to speak directly to the technicians. The employee needs to record their time but the time approval can record time if absolutely necessary. Chairman Corte-Real emphasized that the support is going to be up to the Superintendent (the time approver) to make corrections or bring it to the attention to the employee.

F.3: Actions Taken: None

G. FY 14 Budgets/Budget Policy/Public Meetings/SRB-3 Forms/Environmental Monitor The Board discussed at length the FY 14 mosquito control budgets and its budget policy.

G.1: **Background:** Chairman Corte-Real introduced the next agenda item **FY 14 preliminary budget numbers**. M. Buffone announced that Bristol County Mosquito Control Project scheduled their public meeting early and that each Board member was given a copy of the Bristol County Mosquito Control Project budget package.

The projects administrator, Alisha Bouchard, presented the FY 14 budget numbers to the Board for each mosquito control project (See **Table 1 on page 7**). The following is a summary of what was presented to the Board of all MCPs preliminary budget numbers and the Board's administration budget along with percent (%) increases and brief explanations concerning the proposed increases over the FY 13 budget numbers.

G.2: **Questions and Discussion:** As each mosquito control project was covered the members asked a number of questions of both Alisha and the project representatives present. G. Gonyea asked if capital planning was included in the preliminary estimates for FY 14 budgets. A. Bouchard remarked that this is detailed in narratives. A. Bouchard emphasized that these are preliminary estimates.

- **Berkshire** proposed a FY 14 budget totaling \$224,649 dollars which represents an 8.2% increase or \$17,076 dollar increase over FY 13 budget. The proposed increases were necessary due to several new towns requesting to become members of the program, spray equipment upgrades, increase pesticide costs, and increase DPH mosquito testing. Some communities that reached out may be too far away from the principle service area of the current program.
- **Bristol** proposed a FY 14 budget totaling \$1,290,550 dollars which represents a 5.0% increase or \$61,455 dollar increase over FY 13 budget. The additional funding is necessary for overtime, adding 1 field technician, increase mosquito testing, additional trucks, fuel increases, 3% COLA for employees, and headquarter relocation expenses.
- **Cape Cod** proposed a FY 14 budget totaling \$1,789,201 dollars which represents a 2.6% increase or \$45,000 dollar increase over FY 13 budget. The funding would cover minor increases across various cost categories and include capital spending for a new vehicle.
- **Central MA** proposed a FY 14 budget totaling \$2,054,498 dollars which represents a 12.8% increase or \$232,605 dollar increase over FY 13 budget. These funds were necessary to cover the potential for several new member communities to meet operational expenses to service these communities. The Superintendent stated he had approximately 20 communities inquire about membership. He remarked that the amount can be scaled back once a better estimate of how many actually join.

- **East Middlesex** proposed a FY 14 budget totaling \$676,517 dollars which represents 2.8% increase over FY 13 budget. Funding increases would cover a proposed step increases and a 1.5 % COLA increase, cover increase fringe and retirement costs, increases in aerial helicopter larviciding operation costs for 10% increase in area, and DPH mosquito testing. Note: This project is set up as a voluntary trust making it different fiscally compared to the other projects.
- **Norfolk County** proposed a FY 14 budget totaling \$1,592,001 dollars which represents a 4.4% increase or \$67,301 dollar increase over FY 13 budget. These funds would replace ground spraying ULV units trucks at \$40,000 dollars, increases in helicopter spring time larvicide costs, step increases and 3% COLA for employees.
- **Northeast** proposed a FY 14 budget totaling \$1,732,595 dollars which represents a 9.0% increase or \$143,055 dollar increase over FY 13 budget. These funds would cover the cost of hiring a 1 full time employee and 1 seasonal employee, pesticide product increases, and COLA increases pending approval of budget.
- **Plymouth County** proposed a FY 14 budget totaling \$1,791,092 dollars which represents a 15.0% increase or \$233,620 dollar increase over FY 13 budget. The funding would go toward covering costs of hiring 1 seasonal employee to assist the entomologist, 3% COLA, pesticide product increases, fringe and retirement, replace 2 vehicles and upgrade 6 truck mounted sprayers and data master systems, and includes a retirement buyout estimate.
- **Suffolk County** proposed a FY 14 budget totaling \$265,264 dollars which represents a 1.9% increase or \$4,891 dollar increase over FY 13 budget. The program has planned to be administered by the East Middlesex County Mosquito Control Project as Superintendent Landers delayed his retirement pending the transition of administration functions. His benefits must be built into the budget. Chairman Corte-Real commented on the merge and that it would be done by an ISA with a fee for service until otherwise changed. He said this would maintain the Commission and the identity of the project.
- **Board Administration Budget** proposed a FY 14 budget totaling \$289,224 dollars which represents a 7.3% increase or \$19,767 dollar increase over FY 13 budget. This proposed budget will cover step and 3% COLA increases according to NAGE bargaining agreements, Dyna Cash Reserves, the largest increase is captured in the charge backs for the new Self Service Time Attendance system, increase in fringe, MMARS, ITD chargeback, and temporary assistance for backlog of filing.

The proposed preliminary FY 14 budgets for all mosquito control projects and the Board totals to \$11,705,591 dollars which represents an overall increase of 8.1% or \$823,377 dollars over FY 13 approved budget numbers. Final numbers will be approved or certified at the Board's May meeting and the numbers in Table 1 are subject to change until the final certification of the budgets.

G.3: Actions Taken: None

Table 1: Massachusetts Mosquito Control Budgets

**State Reclamation & Mosquito Control Districts
FY 12 and 13 Approved/Certified Budgets with FY 14 Preliminary
Budget Requests by Mosquito Control Districts**

Original: **10/24/2012**

District	FY 2012 SRMCB Approved/Certified Budget	FY 2013 SRMCB Approved/Certified Budget	Difference vs. FY 12	% Change	FY 2014 Budget Request	Difference vs. FY 13	% Change
Berkshire	202,800	207,573	4,773	2.4%	224,649	17,076	8.2%
Bristol	1,170,535	1,229,095	58,560	5.0%	1,290,550	61,455	5.0%
Cape Cod	1,678,270	1,744,201	65,931	3.9%	1,789,201	45,000	2.6%
Central Mass	1,671,893	1,821,893	150,000	9.0%	2,054,498	232,605	12.8%
East Middlesex	587,837	678,000	90,163	15.3%	676,517	(1,483)	-0.2%
Norfolk	1,480,292	1,524,700	44,408	3.0%	1,592,001	67,301	4.4%
Northeast	1,513,848	1,589,540	75,692	5.0%	1,732,595	143,055	9.0%
Plymouth	1,358,742	1,557,472	198,730	14.6%	1,791,092	233,620	15.0%
Suffolk	230,283	260,283	30,000	13.0%	265,264	4,981	1.9%
SRMCB Admin	<u>249,266</u>	<u>269,457</u>	<u>20,191</u>	<u>8.1%</u>	<u>289,224</u>	<u>19,767</u>	<u>7.3%</u>
Total:	10,143,766	10,882,214	738,448	7.3%	11,705,591	823,377	8.1%

H. Northeast MA Mosquito & Wetland Mgmt District -Research Collaborative with Center for Vector Biology and Zoonotic Diseases, Connecticut Agricultural Experiment Station

H.1: Background: Chairman Corte-Real announced the next item pertaining to the Northeast research collaborative proposal. The Chairman asked the Director, Jack Card to make his presentation.

H.2: Questions and Discussion: Jack Card explained that their program planned to collaborate with Dr. Ted Andreadis and the Center for Vector Biology & Zoonotic Diseases, at the Connecticut Agricultural Experiment Station next summer where they would submit to the CT state lab pools of mosquitoes that they would not ordinarily submit to the MA state laboratory. They view this as a research project specifically which would include testing different mosquito species for a wide range of viruses. This will be above and beyond what the district currently sends to Mass DPH. Ct lab would conduct 9 different tests on one of the principal mosquitoes captured by Northeast MCD, such as *Ochlerotatus sollicitans*, and some of the other species which are not currently tested by MDPH. Jack highlighted that their program has 32 communities that have historical trap sites. Each of these sites has a CO2 trap and gravid trap. Several also have resting box traps. They collect mosquitoes twice a week and on any given week, these collections can generate over 160 pools. He noted that a lot of mosquitoes they collect are either species that they do not send to the MA DPH or the collections are above the pool number limitations that can be sent to the MA DPH. Their concern is to be ahead of the curve in detection of different arboviruses that can potentially affect their district. J. Card commented that both EEEv and WNV are in the district and the extra testing would help them to respond in a proper manner. The process would be similar to current process with DPH but the samples that are not submitted to MA DPH such as different species or excess mosquito collections would be submitted to the CT lab. J. Card commented that these mosquitoes would be tested at the end of the mosquito season and the data would be evaluated during the winter. At this point, it has not been determine if the program would have these mosquitoes tested occasionally or on an annual basis. The Northeast mosquito program's entomologist Esteban Cuebas-Incle added that testing was justified since there is a potential for new vectors or invasive species being introduced to MA. He noted that two viruses such as Chikungunya and Dengue virus ranges were expanding in the US even though the vectors are not currently found in MA. He remarked that there is a potential for new species such as Asian tiger mosquito (which has been collected in MA) or other mosquitoes that could adapt where they could transfer the viruses mentioned above. He cited that this happened in Italy pertaining to the Asian tiger mosquito (*Aedes albopictus*) where a mutation led to an epidemic.

Esteban Cuebas-Incle commented that he contacted MDPH. He said MDPH representative stated that they do not test for those viruses since their vectors are not present in MA. He contacted Dr. Ted Andreadis (Center for Vector Biology & Zoonotic Diseases) at the Connecticut Agricultural Experiment Station to see if they could test their excess mosquito collections for viruses. These mosquito collections would only be tested after the mosquito season ended. The results from this testing could prove meaningful to modify existing surveillance protocols and tailor control tactics as necessary in their member communities. He felt that other projects could join this collaborative if their budgets allowed. A. Bouchard advised that an RFR would need to be drafted and bids solicited regarding this matter. The SRMCB has not received any specifications in order to draft an RFR. The cost for the testing would be \$15 dollars per pool. The CT State Lab uses cell culture which takes longer. They would test every pool for 9 viruses such as Highland J, Jamestown, and Powassan etc. The problem is that *Ochlerotatus sollicitans* has not been regularly tested in MA since it is not consider a vector and pools limitations restrictions. The project would like to send 100 pools a week for testing just for EEEv and WNV but still want to have extra testing. They feel that their main species should be tested since this species travels many miles and both EEEv and WNV are present in their district. They have also found another more southern species *Ae. taeniorhynchus* in their trap collections which is new and worth pursuing the meaning of this information.

- H.3: Actions Taken:** No formal action taken but the Board is supportive of the expanded testing as presented by the Northeast project for additional pools and other viruses at a minimum for background information. Chairman encouraged the project to pursue testing for excess mosquito samples but stated he wanted them to develop an RFR for the additional testing.
- I. Public Comment Period:** The Board provided an opportunity for the general public to speak and listen to their concerns.
- I.1: Background:** Chairman Corte-Real asked if there were any public comments
- I.2: Questions and Discussion:** Jessica Burgess, MDAR legal counsel inform the projects to make sure if the projects receive a public records request, whether the request is in writing or by phone, to contact MDAR immediately. MDAR will work with you. They can refer these calls to Carol Szocik in the MDAR legal division. Alisha Bouchard is also available to help the projects. If someone is asking for documents, these types of request are consider public records request but check with MDAR first.
- There was a question about the public meetings requirement of the budget policy. The Chairman responded that projects still are required to hold these meetings even though to date few people attend.
- I.3: Actions Taken: None**
- J. Adjournment:** The Board will announce next meeting date and officially adjourn the meeting.
- J.1: Background:** Chairman Corte-Real asked if there was a motion to adjourn.
- J.2: Questions and Discussion: None**
- J.3: Actions Taken:** Bruce Hansen made motion to adjourn the meeting at 12:05 PM and seconded by Gary Gonyea and unanimously voted 3-0.

Respectfully submitted,



Mark S. Buffone
Executive Director