

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

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CHARLES D. BAKER
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KARYN E. POLITO
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Meeting Minutes of the State Reclamation and Mosquito Control Board (SRMCB)

MEMBERS

Alisha Bouchard, Chair
Department of Agricultural
Resources (DAR)

Jim Straub
Department of Conservation
And Recreation (DCR)

Gary Gonyea
Department of Environmental
Protection (DEP)

OPERATIONS

Jennifer Forman Orth
Environmental Biologist

Katherine McAuliffe
Operations Coordinator

Jessica Burgess
Legal Counsel

Alexander Gill
Contracts Manager

MOSQUITO CONTROL PROJECTS & DISTRICTS

Berkshire County Mosquito
Control Project

Bristol County Mosquito
Control Project

Cape Cod Mosquito
Control Project

Central Massachusetts
Mosquito Control Project

East Middlesex Mosquito
Control Project

Nantucket Mosquito Control
Project

Norfolk County Mosquito
Control District

Northeast Massachusetts
Mosquito & Wetland
Management District

Plymouth County Mosquito
Control Project

Suffolk County Mosquito
Control Project

Date: Wednesday, May 18, 2016

Time: 10:00 AM

Location: 135 School Street, Walpole, MA 02081

Board Members & Guests in Attendance:

Alisha Bouchard, Chairwoman, Gary Gonyea, Taryn LaScola, Tara Zadeh, Jessica Burgess, Jennifer Forman Orth, Katherine McAuliffe, Alex Gill, Caroline Haviland, Mary Duggan, Maureen MacEachern, Joseph Barile, Christine A.Fagan, Gabrielle Sakolsky, Priscilla Matton, David Henley, Alex Giannantonio, Stephen Gillet, John SHarland, Tim Deschamps, Catherine Brown, Emily Hibbard, David Lawson.

1. **Call to Order and attendance** by Alisha Bouchard at 10:03. Jim Straub representing DCR Commissioner Roy is absent; however, the Board has a quorum.
2. **Public Comment Period:** No Comments heard.
3. **Meeting Minutes:** The Board considered approval for the meeting minutes from the January and February 2016 Board meeting. **Action Taken:** Gary Gonyea made a motion to approve the meeting minutes. The motion was seconded by Alisha Bouchard and the minutes were unanimously voted for approval.
4. **OVM/Commonwealth Fleet Policies: Action Taken: None**
 - a. Alex Giannantonio provided an outline of Commonwealth Fleet Policies. Mr. Giannantonio explained that OVM auditors reviewed over 120 vehicles and overall documentation looked to be in good order and deficiencies are being corrected.
 - b. Mr. Giannantonio explained that a variety of MGLs support OVM operations, including the vehicle chargebacks. He discussed the services that are offered and encouraged the Districts to fully utilize them and work with OVM to address concerns and develop solutions. State policies were disseminated

- in 2013 to the Districts and OVM has begun new initiatives to comply.
- c. OVM Lease vehicle program was discussed: OSD and OVM cover the cost of maintenance and repair to provide agencies opportunity to spread costs out over a couple of years. Bristol has participated in the program. OVM is happy to provide info about the process. Special outfitting capabilities are available through state contracts.
 - d. Mr. Giannantonio discussed the accident policy regarding Fleet Response; they must be notified.
 - e. Chairwoman Bouchard asked OVM to provide a cost benefit analysis for services when OVM had complete information for the Districts. Discussion related to staffing levels and costs for services, Chairwoman Bouchard explained staffing as District responsibility.
5. **EOEEA HR Consolidation. Action Taken: None**
- a. Michael Valanzola presented the overview about the EOEEA HR consolidation to include the evolution of the improved service model. EOEEA will be communicating through the phases, with an anticipated start date of July 1, 2016.
 - b. EOEEA has hired a vendor to assist in mapping technology issues and improvements.
6. **Facilities Update. Action Taken: None**
- a. Susan Smiley provided a facilities update. Part of the consolidation under EEA is going to involve facilitates and Susan will be the lead contact for facilities moving forward. Susan will be visiting facilitate to work on improving efficiencies. Improving the records management process is also a focus.
7. **FY17 Mosquito Control Budget Certification: Action Taken: The Board will consider certification of FY 17 budgets. (Vote Required)**
- a. **Berkshire County Mosquito Control Project:** The Project has 75% support from member communities. Rollover funds will be used for capital equipment to expand the ditch maintenance program. Gary Gonyea motioned to certify the Berkshire County Mosquito Control Project for FY17. Motion to second put forth by Alisha Bouchard. The Budget was certified at \$240, 608.
 - a. Gary motioned to certify the Berkshire Mosquito Control Budget at the correct amount of \$249,358 Alisha Bouchard seconded the motion; all in favor.
 - b. **Bristol County Mosquito Control Project:** The Project has 90% support from member communities. The rollover and the state funding from the Commonwealth of Massachusetts for the amount of \$100,000 for pesticides will be used to fill the entomologist position which has been vacant and possibly

- purchase equipment to move pesticide equipment. Alisha Bouchard motioned to certify the Bristol County Mosquito Control Project FY17 budget at \$1,388,955. Gary Gonyea seconded the motion; all in favor.
- c. **Cape Cod Mosquito Control Project.** The Project would like to roll over \$70,000 for capital spending. Gary Gonyea asked about the 40% support from member communities. The Board has asked that the Cape Cod Mosquito Control Project obtain the additional support or non support SRB3 forms from communities that have not submitted by June 8, 2016.
 - a. Gary Gonyea made the motion to certify the Cape Cod Mosquito Control Project budget at \$2,017, 423 with the condition that the Cape Cod Superintendent obtain additional SRB3 forms from to reach 66% support from the communities. Alisha Bouchard seconded the motion; all in favor.
 - d. Gary Gonyea made motion to recess meeting at 11:35 to reconvene in 15 minutes in the Walpole Library. Alisha Bouchard seconded; all in favor.
 - e. Gary motion to reconvene at 11:59am. Alisha Bouchard seconded; all in favor.
 - f. **Central MA Mosquito Control Project:** Central MA Mosquito Control Project is looking to improve the fleet for operations. The Project has 82% support from the member communities. Gary Gonyea made a motion to certify the Central MA Mosquito Control Project FY17 budget at \$2,171,306. Alisha Bouchard seconded; all in favor.
 - g. **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 from local distribution as a cherry sheet assessment. Each member communities vetted the assessment at annual town meetings. Gary motioned to certify the East Middlesex Mosquito Control Project FY17 budget at \$698,982. Alisha seconded the motion; all in favor.
 - h. **Norfolk County Mosquito Control Project:** The Project received 76% support from member communities. Roll over is being held for a move. The bid for a new location closed May 12, 2016. Gary Gonyea made a motion to certify the FY17 Norfolk County Mosquito Control Project budget at \$1,711,433. Alisha seconded the motion; all in favor.
 - i. **Northeast MA Mosquito Control & Wetlands Management District.** The District received 72% support from member communities. Gary Gonyea made a motion to certify the Northeast MA Mosquito Control & Wetlands Management

District FY17 budget for \$1,559,540 level funded. Alisha Bouchard seconded; all in favor.

j. Plymouth County Mosquito Control Project. The Project received 29% support from communities. The Board accepts that this may be an issue with the transition of superintendents. Gary Gonyea would like to offer the opportunity for Plymouth to obtain 66%. Roll over is due to capital expenditures and a potential move. Gary Gonyea made a motion to certify the Plymouth County Mosquito Control Project budget for FY17 at \$1,719,076 with the condition superintendent obtain additional SRB3 forms from to reach 66% support from the communities. Alisha Bouchard seconded; all in favor.

k. Suffolk County Mosquito Control Project. The Project received 100% support from member communities. The Project is not clear on the status of the potential merger with the East Middlesex Mosquito Control Project. There is question as to whether Boston will proceed with supporting the merger. The SRB staff offered assistance to Dave Henley in the creation of legislation. Gary Gonyea motioned to certify the Suffolk County Mosquito Control Project budget for FY17 at \$265,264. Alisha Bouchard seconds. All in favor.

l. State Reclamation and Mosquito Control Project Administration.

SRB admin budget of \$443,000 will include a roll over amount of \$60,000 (10%) due to open staffing positions which are now filled. The funding for the Mosquito Control Improvement Study will come from the SRB admin account. Gary Gonyea made motion to certify the SRB Administration budget at \$443,000 for FY17. Alisha Bouchard seconded; all in favor.

8. State Auditor Suzanne Bump's Office Findings. Action Taken: The Board appointed an ICO. (Vote Required) Alisha briefed Board on the findings of a 2014 State Auditor report. Specifically, capital asset accounting was a concern noted in the report. Alisha asked that the board appoint an Internal Control Officer (ICO) and develop an Internal Controls plan and work with the Projects/Districts.

Gary made a motion to nominate a SRB staff member, Operations Coordinator, to the ICO position. Alisha Bouchard seconded; All approve.

9. Legal Updates: Action Taken: None. Legal updates were provided by Jessica Burgess, Legal Counsel.

a. Jessica Burgess provided an update on legal developments including the development of amendments to the exclusion regulations. The Department is proposing to amend the regulations facilitate sending the request to the District. A number of suggestions from the Districts were included in the

- package. The public comment process will follow after the reviewer deadline has passed.
- b. MA Audubon no spray request was discussed. Alisha Bouchard stated that SRB staff have been talking to DPH to strategize about education with property owners. It's not the Board's authority to force action on the property owners. All regulation changes are accompanied with education and outreach.
- 10. District Updates. Action Taken: None**
- a. Districts provided an update to their season preparations. Tire collection, larviciding, and catch basin treatments are in progress. Discussions with public health officials are ongoing.
- 11. Emergency Response Planning. Action Taken: None**
- a. Alisha Bouchard provided the update to the planning initiatives. Emergency Response Plan and new RFP for emergency aerial applications will provide options available to change operation to address any new emerging arbovirus.
- 12. Pesticide Support. Action Taken: None**
- a. Taryn LaScola provided an update about the pesticide licensing- the e-licensing program is in development.
 - b. With new facilities, moving forward pesticide inspectors may be visiting the districts to look at records management and pesticide storage. They will work with the districts for routine checks.
 - c. Discussion about the proper use of pesticides according to the use indicated on the label. E licensing will help make.
- 13. Pioneer Valley Update: Action Taken: None**
- a. Katherine McAuliffe provided an update on the potential Pioneer Valley District. Assessment information from DOR and further instructions has been sent to Greenfield, West Springfield, Palmer, and Holyoke. SRB staff are waiting on response from the above communities.
- 14. Next Board Meeting Date and Location. Action Taken: None.** The Board will discuss the next meeting date, time and location.
- a. The next meeting is on May 23, 2016 at 251 Causeway Street, Boston, MA
- 15. Adjournment: Action Taken: Motion to adjourn (Vote Required):** Gary Gonyea made a motion to adjourn the meeting. The motion was seconded by Alisha Bouchard and the Board voted to unanimously adjourn the meeting at 1:19 pm.