



Commonwealth of Massachusetts
STATE RECLAMATION AND MOSQUITO CONTROL BOARD

**NORTHEAST MASSACHUSETTS MOSQUITO CONTROL
AND WETLANDS MANAGEMENT DISTRICT**

118R Tenney Street
Georgetown, MA 01833
Phone: (978) 352-2800

www.nemassmosquito.org



Operations

Barry Noone: *District Director*
Kimberly A. Foss.: *Entomologist*
Robyn A. Januszewski: *IT Coordinator / Biologist*
Steven Przyjemski: *Wetlands Project Coordinator*

Commissioners

John W. Morris, CHO: *Chair*
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Paul Seigny, RS, CHO
Joseph T. Giarrusso, *Conservation Officer*
Rosemary Decie, RS

April 29, 2024

RE: FY25 Maintenance Estimate & Budget

Northeast Massachusetts Mosquito Control and Wetlands Management District's (NEMMC) FY25 Maintenance Estimate & Budget Plan includes a 4% increase in total operational costs from FY24. This increase in appropriation will adequately fund our normal operations. We continue to contribute to the capital equipment plan, replace aging field vehicles with mandated electric vehicles (EV) per MA Executive Order 594, aerial larviciding applications, and unknown virus incidents.

This budget reflects the increased cost in fringe benefits, mandatory retirement, hiring staff, utilities, construction materials, pesticides, aerial applications, DPH testing, and a 3% COLA. The major increase to our budget is the cost of saltmarsh aerial larviciding applications. The FY24 aerial fee increase, has already cost \$152,018 (helicopter fee only) for three applications. NEMMC routinely performs three - four aerial applications per calendar year, leaving a possible June 2024 application being partially funded from rollover. We anticipate another increase per acre for 2024, and the 19% fuel surcharge remaining. FY24 has been the first DPH charge in a few years, based on submitted pools and accounting for possible virus, an increase of \$8,500 should be adequate bringing the line to \$25,000.

Our FY23 rollover accounts for lack of availability for vehicle replacement over the past two-three years, we have budgeted for a vehicle each year. Finally in December 2023, an order bank was opened for us to purchase two front line hybrid truck replacements. All future fleet replacements are mandatory EV purchases at a significantly higher cost. Additionally, amounts from salaries, fringe, and retirement due to unfilled positions. NEMMC has been operating at less than full staff, a Field Technician backfill remains open. Planning ahead for capital improvement and readiness for other possible unknowns are included in the FY23 rollover totals. NEMMC is in the process of early lease renewal, hoping to be eligible for the DOER grant offered for EV infrastructure. We anticipate capital improvements to the facility and an increase in rent. DCAMM has been in contact with the landlord, no further information at this time. NEMMC has been able to keep increases down, while utilizing rollover funds. We cannot continue to operate in that fashion.

The District hired one full-time Field Technician on July 1, 2022, with another full-time hire that started on February 26, 2024. The FY23-FY24 budget allotted for two full time hires, which would bring NEMMC back to full staff for the first time in roughly five years. Due to increased aerial cost, retirement, and fringe, we have

- Committed to a partnership of the principles of mosquito control and wetland management -

decided at this time to fill only one full time position. Should four aerial larviciding applications be needed, this will take precedent over another staff member.

Skyrocketing helicopter cost over the past two years has forced this difficult decision. Environmental changes continue to compel NEMMC to adapt our resources. All NEMMC staff members, including administrative positions, contribute to field operations during the summer months. Administrative staff are in the field assisting 2-3 days per week. More personnel in the field fulfills the needs of our member municipalities while operating below full field staff.

Unknown virus incidents require extraordinary treatment applications which continue to prove challenging. NEMMC continues to maintain a fiscally responsible long term budget plan to address these types of unknowns.

Below shows the areas of change for FY25:

- A01 Salaries accounting for 1 FT Assistant Field Technician to bringing staff to 9.8 FTE.
- AA1 Salaries Supplemental \$4,700 longevity incentive for employees > 10 years.
- B05 Employee Reimbursement (licensing) increase in licensing for field staff to operate new equipment
- D09 Fringe- calculated on the FY24 % per FY24 memo.
- D20 Essex County – \$225,685
- F09 Clothing/Footwear increase cost for products and clothing allowance for each staff member
- G01 Space Rental remains unknown pending lease renewal negotiations.
- J25 DPH Testing. FY24 was charged with 2023 pool testing for the first time since COVID. Average submissions and possible virus demands the budget covering 800+ pools. The cost may increase should James Canyon testing start.
- JJ2 Auxiliary Services \$2,500 for translation of documents shared with member communities for better public outreach and education.
- K04 Motorized Vehicle Equipment increased from \$40k to \$50k for another new truck, pending EV model availability.
- L44 Vehicle Equipment Maint/Repair increase to repair aging fleet while awaiting EV replacement availability. Two new trucks are hybrid models, all future purchases will be mandatory EV.
- N71 Exterminators/Pest Mang. (Aerial Larviciding) approximately \$61,664 per full air spray at 3,400 acres. JBI, helicopter vendor, increased charges for 2024 with another anticipated increase for 2025. This includes an average fuel surcharge of \$10,000+ per treatment.
- N73 Waste Removal increase in monthly waste removal, plus tire removal as of this year NEMMC will be responsible for.
- U01 Telecommunication Serv – Data increase of \$840.00 due to increased bandwidth to keep up with need.

Respectfully,

Barry J. Noone

Barry J. Noone
District Director

FY2024 SPENDING
PLAN & FY2025
MAINTENANCE
ESTIMATE & BUDGET
REQUEST

DISTRICT NAME / ACCOUNT #: Northeast Mosquito Control / 2520-1500

SECTION I	FY2024	FY2025	NOTES:
Prior Year Rollover:	\$374,258.46	\$324,325.58	FY25 4% increase
FY24 Certified Budget /			
FY25 Request:	\$2,038,818.52	\$2,120,371.26	
Other:			
Total Funds:	\$2,413,076.98	\$2,444,696.84	

Object Code	Description	FY2024 (Est)	FY2025 (Est)	NOTES:
A01	Salaries: Inclusive	\$846,261.00	\$865,743.00	3% cola
A08	Overtime Pay	\$20,000.00	\$20,000.00	
A11	Employee Related Settlements & Judgments	\$0.00	\$0.00	3 CDLs
A12	Sick-Leave Buy Back	\$0.00	\$0.00	
A13	Vacation-In-Lieu	\$0.00	\$0.00	
A14	Stipends, Bonus Pay and Awards	\$27,000.00	\$12,000.00	
AA1	Salaries: Supplemental	\$3,400.00	\$4,700.00	longevity incentive compensation RJ,RM,BN,KF
AA	Payroll Actuals Summary:	\$896,661.00	\$902,443.00	
B01	Out of State Travel	\$500.00	\$500.00	increased to cover actual cost of renewals/classes *additional certifications for new machine
B02	In-State Travel	\$3,000.00	\$3,000.00	
B03	Overtime Meals			
B04	Job-Related Tuition: Inclusive: Undergraduate And Graduate			
B05	Conf Train Registration Memb	\$2,500.00	\$4,100.00	
B08	Industrial Clothing & Uniforms			
B10	Exigent Job Related Expenses	\$600.00	\$600.00	
B91	Empl Reimb Accounts Payable Non-Tax			
BXX	Other			
BB	Travel Summary:	\$6,600.00	\$8,200.00	

C01	Contracted Faculty			-
C04	Contracted Seasonal Employees	\$41,704.00	\$30,000.00	?2-15wks seasonals @ \$25
C23	Mgmt., Business Professional & Admin Services			
C98	Travel - Contracted Employees	\$500.00	\$500.00	out of pocket expenses ie. Licenses
CXX	Other			
<u>CC</u>	<u>Seasonal Employees Summary:</u>	<u>\$42,204.00</u>	<u>\$30,500.00</u>	
D09	Fringe & Payroll Tax	\$210,212.96	\$216,355.86	4/10/24 updated per FY25 memo 24.8% & 1.62%
D15	Workers Comp			
D20	County Pension / Retirement	\$221,532.00	\$225,685.00	2/5/24 email with corrected FY25 rates *increased 4k
DXX	Other			
<u>DD</u>	<u>Fringe / Pension Actuals / Summary</u>	<u>\$431,744.96</u>	<u>\$442,040.86</u>	
E01	Office & Admin Supplies	\$3,750.00	\$3,750.00	
E02	Printing Expenses & Supplies	\$1,000.00	\$1,000.00	
E04	Central Reprographic Chgbk			
E06	Postage	\$500.00	\$500.00	
E12	Subscriptions & Licensing Fees			
E13	Advertising Expenses	\$2,000.00	\$2,000.00	1 legal notice & possible job posting
E14	Exhibits/Displays			
E15	Bottled Water	\$350.00	\$350.00	
E19	Fees, Licenses, Permits & Chrgbks			
E20	Motor Vehicle Chargeback	\$8,000.00	\$8,500.00	OVM chargebacks + telematics fees + safe driver program payable by the agency in effective FY24/FY25
E22	Temporary Use of Space, Conferences And Conference Incidentals			
E32	Tort Claims Liab Mgmt Reduc Fd			
E42	In-State Travel			
E52	Taxable Reportable Damages To Claimant			

E53	Non-Employee Settlements and Judgments-Not Tax Reportable To Claimant-Claimant Sole Payee	\$600.00	\$600.00	MVA on site
EE2	Conf, Training & Registration	\$3,500.00	\$3,500.00	
EXX	Other			
<u>EE</u>	<u>Admin Costs Actuals / Summary</u>	<u>\$19,700.00</u>	<u>\$20,200.00</u>	
F05	Laboratory Supplies	\$3,850.00	\$3,850.00	
F06	Medical & Surgical Supplies			
F09	Clothing & Footwear	\$3,200.00	\$5,000.00	account for clothing allowance current staff, 1 new staff and 1 seasonals
F13	Farm & Garden Supplies			
F19	ManufactureSupply &Raw Materials	\$5,000.00	\$5,000.00	
F24	Vehicle Maint & Repair Parts	\$7,300.00	\$7,300.00	
FXX	OTHER			
<u>FF</u>	<u>Lab/Materials/Vehicle - Summary:</u>	<u>\$19,350.00</u>	<u>\$21,150.00</u>	-
G01	Space Rental	\$107,645.00	\$107,645.00	*Note lease ends in 4/2025
G03	Electricity	\$8,160.00	\$8,160.00	
G05	Fuel For Vehicles	\$19,000.00	\$19,000.00	
G06	Fuel for Buildings / Heat Oil			
G08	Sewerage Disposal & Water			
G11	Natural Gas	\$6,732.00	\$6,732.00	
GXX	Other			
<u>GG</u>	<u>Lease / Utilities / Fuel - Summary:</u>	<u>\$141,537.00</u>	<u>\$141,537.00</u>	-
HH1	Financial Services			-
HH2	Engineering, Research & Scientific Services			-
<u>HH</u>	<u>Consultant Service Contracts</u>	<u>\$0.00</u>	<u>\$0.00</u>	-
J25	DPH Testing	\$16,500.00	\$25,000.00	est. 700+ pools-account for possible virus @ \$30ea (eff 8/2023)
J25	Laboratory Services			
J62	Board Memb Exps			
JJ2	Auxiliary Services		\$2,500.00	translation services

JJ3	Security Costs			
<u>JJ</u>	<u>Program Operational Summary:</u>	<u>\$16,500.00</u>	<u>\$27,500.00</u>	-
K02	Educational Equipment			-
K04	Motorized Vehicle Equipment	\$40,000.00	\$50,000.00	increased vehicle purchase cost
K05	Office Equipment			
K06	Printing, Photocopying Equip			
K07	Office Furnishings	\$500.00	\$500.00	
K11	Heavy Equip, Trucks, Spray Equip	\$20,000.00	\$97,117.00	\$20k usual/ \$77k from rollover for freightliner
KXX	OTHER		\$50,000.00	capital account
<u>KK</u>	<u>Programmatic Equipment - Summary:</u>	<u>\$60,500.00</u>	<u>\$197,617.00</u>	-
L25	Office Equipment Rental or Lease			
L26	Printing / Copy Equip Rent/Lease	\$2,700.00	\$2,700.00	
L44	Vehicle Equipment Maint/Repair	\$7,300.00	\$8,000.00	increased to cover what average actuals have been
L46	Print/Copy Equip Maint/Repair			
L51	Heavy Equipment Maint/Repair	\$20,000.00	\$20,000.00	
L63	Program Equip Maint & Repair			
LXX	OTHER			
<u>LL</u>	<u>Program Rentals /Heavy Equip Maint</u>	<u>\$30,000.00</u>	<u>\$30,700.00</u>	
N50	Facility Maint/Repair	\$1,500.00	\$1,500.00	
N52	Facility Maint & Repair Tools	\$5,000.00	\$6,000.00	increased \$1k for actuals
N61	Lawns & Ground Equipment			
N64	Pesticides, Garden Tools&Supplies	\$230,000.00	\$230,000.00	
N70	Cleaners/Janitors	\$7,300.00	\$4,600.00	reduced to biweekly
N71	Exterminators/Pest Mgmt	\$200,000.00	\$230,000.00	Airsprays FY25 will average \$57k+/- & airport fee. 4 sprays budgeted
N73	Waste Removal Serv Non-Hazard	\$800.00	\$3,000.00	increased for tire disposal fees & dumpter fee increase
NXX				
<u>NN</u>	<u>Facility / Tools / Pesticide Summary:</u>	<u>\$444,600.00</u>	<u>\$475,100.00</u>	-

U01	Telecommunication Serv - Data	\$3,865.00	\$4,635.24	4/10/24 price increased \$840/yr with bandwidth increase
U02	Tele Voice Services	\$14,375.00	\$9,000.00	
U03	Software & IT Licenses	\$12,525.00	\$12,525.00	
U04	Information Technology (IT) Chargeback			
U05	Info Tech Professionals			
U06	Info Tech Cabling			
U07	Info Tech Equipment	\$500.00	\$500.00	
U10	IT Equip. Maint. & Repair			
UXX	OTHER			
<u>UU</u>	<u>IT / Phone Costs - Summary:</u>	<u>\$31,265.00</u>	<u>\$26,660.24</u>	
	Total:	\$2,140,661.96	\$2,323,648.10	dump truck included ordered fy24
Projected Balance Forward:		\$272,415.02	\$121,048.74	
		\$272,415.02	\$121,048.74	

SECTION II FTE Tracker

Current FTE Count:	9.8
Backfills:	Position #
Total Backfills:	0
New Positions:	Position Title
Total New Positions:	
Anticipated Vacancies:	Position #
Total Anticipated Vacancies:	
Total FTE Count:	9.8
	FTE count (as of 3/18/24)