



Commissioners  
Jennifer Brown  
Jeanne Galloway – Chair  
Gregory Lewis  
Dr. Andrew Lover  
Carolyn Shores Ness

# The Commonwealth of Massachusetts

State Reclamation & Mosquito Control Board

## Pioneer Valley Mosquito Control District

Fernald Hall, UMass Amherst  
270 Stockbridge Road  
Amherst, MA 01003

Web: [www.mass.gov/pioneer-valley-mosquito-control-district](http://www.mass.gov/pioneer-valley-mosquito-control-district)

Email: [john.c.briggs@mass.gov](mailto:john.c.briggs@mass.gov)  
413-545-7136



District Director  
John Briggs

### Meeting Minutes

**Date:** Monday, January 13, 2025

**Time:** 2:00 PM

**Meeting Link:** <https://teams.microsoft.com/l/meetup-join/>

#### 1. Call to Order and Attendance

- a. The meeting was called to order at 2:02 PM.
- b. Commissioners in attendance: Jennifer Brown, Jeanne Galloway, and Greg Lewis. Carolyn Ness joined the meeting at 2:10, and Andrew Lover joined at 2:23.
- c. Also in attendance: John Briggs, Director of Pioneer Valley Mosquito Control District (PVMCD) and Susan Gruen of the Heath Board of Health (BOH).

#### 2. Public Comment/Output

- a. None.

#### 3. Approval of Previous Meeting Minutes (Vote Required)

- a. Greg made a motion to accept the minutes as amended and Jeanne seconded. Motion passed 3-0.

#### 4. Finance Update

- a. John briefed the Commissioners on FY25 payments received and outstanding balances. He would continue to reach out to member communities that have yet to pay their FY25 membership fee.
- b. Without a lease, the fiscal department was able to reallocate \$72,056.25 of funds from a previous year's earmark into salaries across FY25 and FY26.

#### 5. Equipment and Inventory Update

- a. Most of the PVMCD supplies into the District's shared space at UMass Amherst. John would look into declaring the extra printer toner as surplus through the state's surplus program.
- b. The Bti (Bacillus thuringiensis israelensis) product inventory and indicated that he would place an order for more in the coming months. Additionally, there will be sufficient Bti inventory to meet any increased demand for treatments.

#### 6. Eastern Equine Encephalitis (EEE) Response Plan

- a. The EEE response plan has been updated to increase outreach at the "low" risk level.

#### 7. Outreach Update

- a. The annual report was sent out on 12/20 to all member communities. Larval mitigation and pesticide use reports were sent out to each participating member community.
- b. Prospective Member Communities
  - i. The Town of Colrain was interested in joining the District and a meeting is scheduled with the town's BOH on February 4 at 6:30 PM.
  - ii. John will be presenting at the next Cooperative Public Health Service meeting on February 27 at 5 PM to provide more information about the district to interested towns.
- c. Trifold Fliers and Magnets: Trifold brochures and magnets will be created soon for both member and non-member communities.

- d. Website: John would look into gaining access to the state's PVMCD dedicated page for the purpose of uploading agendas and minutes, along with adding outreach and public education sections.

**8. Lease and Facilities Update**

- a. The District's supplies and equipment has been moved into the designated space at UMass Amherst.

**9. Other Business**

- a. Susan Gruen discussed a letter with the Commission that the Heath Board of Health had sent to Senator Commerford's office, asking for financial assistance for small communities with a population under 5,000 residents.

**10. Date, Time, and Location of Next Commission Meeting**

- a. Monday, February 10 at 2 PM.

**11. Adjournment (Vote Required)**

- a. Carolyn made the motion to adjourn, and Jennifer seconded. Motion passed 5-0. The meeting concluded at 3:48 PM.