



Commissioners
Jennifer Brown
Jeanne Galloway – Chair
Gregory Lewis
Merridith O’Leary
Carolyn Shores Ness

The Commonwealth of Massachusetts

State Reclamation & Mosquito Control Board

Pioneer Valley Mosquito Control District

8 Conway Street
South Deerfield, MA 01373

Web: www.mass.gov/pioneer-valley-mosquito-control-district

Email: john.c.briggs@mass.gov



District Director
John Briggs

Meeting Minutes

Date: Monday, March 11, 2024

Time: 2:00 PM

Location: Virtual (due to the COVID-19 Pandemic)

1. Call to Order and Attendance

- a. The meeting was called to order at 2:03.
- b. Commissioners in attendance: Jeanne Galloway, Jennifer Brown, Carolyn Ness, and Greg Lewis. John Briggs, the Director of Pioneer Valley Mosquito Control District (PVMCD) was also in attendance.

2. Public Comment/Output

- a. None.

3. Approval of Previous Meeting Minutes (Vote Required)

- a. Carolyn made a motion to approve the minutes and Greg seconded. Vote passed 4-0.
- b. Discussion: Clarification of the language in the Mission Statement was provided.

4. Brochure Update

- a. John would edit the brochure’s “Services” section before having it posted on the district’s website.

5. Operations Report

- a. Pilot Mitigation Services
 - i. John reported that Amherst, Northampton, and South Hadley have all signed up for larval control services for the upcoming mosquito season.
- b. Tire Recycling
 - i. John was able to determine the costs and logistics for implementing a tire recycling program via a tire slicer. The topic of tire recycling would be revisited after the upcoming mosquito season.
- c. Upcoming Expenses
 - i. John estimated that the purchase of larval mosquito control products would exceed the \$5,000 that was estimated for FY24.
 - ii. **Motion:** Carolyn made the motion to approve up to \$8,000 for mosquito control products to be purchased in FY24 and Jennifer seconded the motion. Vote passed 4-0.

6. Temporary Vehicle Acquisition

- a. East Middlesex will be transferring a 2008 Chevy Silverado over to Pioneer Valley MCD in the coming months. The transfer was approved by the Office of Vehicle Management, provided the vehicle be turned in at the end of the mosquito season.

7. Seasonal Entomologist

- a. There was a total of 19 applicants for the seasonal entomologist position.

8. Finance Report

- a. Update on member communities with back payments: John reported that Shutesbury had sent in a check covering FY22 services.
- b. Fee increases starting in FY26 would be presented to the State Reclamation Board for approval during its budget certification meeting in May. Upon approval, John would send notices out member communities at the beginning of FY25.

9. COLA (Cost of Living Adjustment)

- a. John proposed a 2.11% to 5% COLA increase for FY25.
- b. Carolyn made a motion to approve a 5% increase in John's salary and Jennifer seconded the motion. Vote approved 4-0.
- c. A formal employee review would be added to the agenda for November of 2024.

10. Outreach Update

- a. Website
 - i. John would work with Alex G, from Operations, to update the district's website.

11. Commissioner Update

- a. John mentioned that Andrew Lover is interested in becoming a PVMCD Commissioner.

12. Other Business

- a. The district's ability to respond to the prevalence of Eastern Equine Encephalitis was discussed. John would assess the district's equipment needs and its ability to respond to a critical arbovirus event.

13. Date, Time, and Location of Next Commission Meeting

- a. Tuesday, April 9, 2024, at 2 PM.

14. Adjournment

- a. Carolyn made a motion to adjourn the meeting and Greg seconded. Vote approved 4-0.