

Arlington
Bedford
Belmont
Boston
Brookline
Burlington
Cambridge
Chelsea
Concord
Everett
Framingham
Lexington
Lincoln
Malden

THE COMMONWEALTH OF MASSACHUSETTS
STATE RECLAMATION & MOSQUITO CONTROL BOARD

**EAST MIDDLESEX MOSQUITO CONTROL PROJECT
SUFFOLK COUNTY MOSQUITO CONTROL PROJECT**

11 Sun Street, Waltham, MA 02453-4101
Phone: 781-899-5730
<https://sudbury.ma.us/emmcp/>
emmcp.ma@verizon.net

Maynard
Medford
Melrose
Newton
North Reading
Reading
Stoneham
Sudbury
Wakefield
Waltham
Watertown
Wayland
Wellesley
Weston
Winchester

**East Middlesex Mosquito Control Commission, Executive Committee
Suffolk County Mosquito Control Commission
Meeting Minutes**

June 6, 2023

Zoom Video Conferencing Platform

In attendance:

Brian Farless, Superintendent for East Middlesex Mosquito Control Project (EMMCP) and Suffolk County Mosquito Control Project (SCMCP). David Henley, Administrative Coordinator for EMMCP and SCMCP. Representing the East Middlesex Mosquito Control Commission (EMMCC) is Lenny Izzo, chair, Wellesley; Christine Mathis, Burlington; Wendy Robinson, Cambridge; Tony Kiszewski, Concord. Representing the Suffolk County Mosquito Control Commission (SCMCC) is Julien Farland, Leslie Karnes and Sam Lipson.

Brian Farless called the meeting to order at 1:06.

1. EMMCC to review and approve minutes from the February 13, 2023 meeting.

The Commission reviewed the minutes and had no changes or comments.

Tony Kiszewski made a motion to approve the February 13, 2023 minutes. Lenny Izzo seconded. No further discussion and by roll call vote, all were in favor.

2. SCMCC to review and approve minutes from the May 18, 2021, February 13, 2023 and April 28, 2023 meetings.

The Commission reviewed the minutes and had no changes or comments.

Leslie Karnes made a motion to approve the May 18, 2021 and February 13, 2023 minutes. Sam Lipson seconded. No further discussion and by roll call vote, all were in favor.

Sam Lipson made a motion to approve the April 28, 2023 meeting minutes. Julien Farland seconded. No further discussion and by roll call vote, Sam and Julien approved, Leslie abstained.

3. East Middlesex discussed giving a step increase to Chris Gagnon.

Brian presented on Chris's work performance. Chris has been a very valuable asset to the Project. His last step increase was on June 3, 2021 and Brian recommended that Chris receive a step increase as of June 3, 2023. On the Employment and Salary Plan, a step increase would bring Chris to Assistant to the Superintendent, Step 6.

After discussion, Christine Mathis made a motion to move Chris to Step 6 of the Assistant to the Superintendent salary schedule, effective June 3, 2023. Tony Kiszewski seconded. There was no further discussion and by roll call vote, all were in favor.

4. East Middlesex – backfill for Peter Mirata.

Peter Mirata's last day with East Middlesex was on May 4, 2023. Peter was a Field Technician, Grade 2. Brian said that it would be very beneficial to have another person that was certified to operate the excavator. The Commission discussed and decided to hire a Field Technician that will also get their hoisting license and start training on the excavator.

Tony Kiszewski made a motion to hire a Field Technician that will also get their hoisting license and will be paid under the Skilled Equipment Operator, Grade 2 schedule. Lenny Izzo seconded. There was no further discussion and by roll call vote, all were in favor.

5. Cost of Living Adjustments (COLA) for East Middlesex and Suffolk County Mosquito Control Projects.

Brian opened up a discussion regarding a Cost of Living Adjustment for East Middlesex and Suffolk County employees. After a discussion, the Commissions decided that a 3% COLA for FY24 would be appropriate since the cost to live has increased quite a bit recently.

For East Middlesex, Christine Mathis made a motion to approve a 3% COLA for FY24, effective July 1, 2023. Tony Kiszewski seconded. There was no further discussion and by roll call vote, all were in favor.

For Suffolk County, Leslie Karnes made a motion to approve a 3% COLA for FY24, effective July 1, 2023. Sam Lipson seconded. There was no further discussion and by roll call vote, all were in favor.

6. Discuss a new job position under the Memorandum of Agreement (MOA) between East Middlesex and Suffolk County Mosquito Control Project.

Brian presented a job description on a new position. This position will be written into the MOA between East Middlesex and Suffolk County. East Middlesex will pay 50% of the cost of the position and Suffolk County will pay 50% of the cost of the position.

After the Commissions reviewed the job description and discussed, they decided to approve the position and call it Administrative Field Supervisor.

For East Middlesex, Tony Kiszewski made a motion to approve the position and hire an Administrative Field Supervisor. This position will fall under the Skilled Equipment Operator, Grade 1 salary schedule and will be written into the MOA with each Project funding 50% of the position. Lenny Izzo seconded. There was no further discussion and by roll call vote, all were in favor.

For Suffolk County, Julien Farland made a motion to approve the position and hire an Administrative Field Supervisor. This position will fall under the Skilled Equipment Operator, Grade 1 salary schedule and will be written into the MOA with each Project funding 50% of the position. Lenny Izzo seconded. There was no further discussion and by roll call vote, all were in favor.

7. New business

No new business.

8. Public comment.

Nobody from the public was in attendance.

9. Adjourn.

For East Middlesex, Tony Kiszewski made a motion to adjourn the meeting, Christine Mathis seconded. There was no further discussion and by roll call vote, all were in favor.

For Suffolk County, Sam Lipson made a motion to adjourn the meeting, Leslie Karnes seconded. There was no further discussion and by roll call vote, all were in favor.

The meeting adjourned at 2:31.