



THE COMMONWEALTH OF MASSACHUSETTS  
STATE RECLAMATION AND MOSQUITO CONTROL BOARD



# PIONEER VALLEY MOSQUITO CONTROL DISTRICT

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

225 Turnpike Road, 3<sup>rd</sup> Floor  
Southborough, MA 01772  
401-580-6397

PVMCD Director  
John Briggs

## Pioneer Valley Mosquito Control District Meeting Minutes November 13, 2023

1. Call to Order and Attendance
  - a. The meeting was called to order by Jeanne at 2:09 PM.
  - b. Commissioners in attendance: Jeanne Galloway, Greg Lewis, and Carolyn Ness. John Briggs, the Pioneer Valley Mosquito Control District Director, was in attendance, along with Susan Gruen from the Heath Board of Health, and Jennifer Brown from the Northampton Board of Health.
2. Public Comment/Output
  - a. None.
3. Approval of Previous Meeting Minutes (Vote Required)
  - a. **Greg made a motion to approve the minutes from the previous month’s meeting and Carolyn seconded. Motion passed 3-0.**
4. Operations Report
  - a. Surveillance: John reported that a 6<sup>th</sup> human case of West Nile Virus (WNV) was confirmed by the Massachusetts Department of Public Health on November 1<sup>st</sup>. John gave a brief summarization of arbovirus data from Connecticut and Rhode Island. John would follow up with Connecticut arbovirus professionals at the upcoming Northeastern Mosquito Control Association conference in Decembers regarding potential bridge vectors. Greg and Carolyn recommended that John include messaging in the annual surveillance report regarding any new potential vector species.
5. Finance Report
  - a. John communicated with both member communities that owe payments for fiscal year 2024 and was given estimated payment dates.
  - b. John went over the projected expenses for the fiscal years 2024, 2025, and 2026. A catch basin pilot program and spring larval treatments are expected to be in place for fiscal year 2025.
  - c. John proposed increasing membership fees by five to seven percent for fiscal year 2026.
    - i. **Carolyn made a motion to increase membership fees by 5% for fiscal years 2026-2028 to help cover the District’s expenses and Jeanne seconded the motion. Discussion: Greg asked that John clarify anticipated expenses regarding salaries, estimated revenue, and the potential impacts weather and the flushing of basins would have on the catch basin treatment program for the coming fiscal years. Motion passed 3-0.**
  - d. John would provide messaging in the annual report, explaining why a small increase in membership fees would be necessary for fiscal years 2026-2028.
6. Outreach Update
  - a. John has an upcoming meeting with Kiko Milan, the Board of Health Director in Amherst, on November 17<sup>th</sup>.
  - b. John is currently working on surveillance reports to be distributed to member communities in the coming weeks.
7. Seasonal Staffing Update

- a. Greg recommended increasing the starting hourly rate for seasonal staff.
  - b. A job description would be provided and voted on during the December PVMCD Commission meeting.
  - c. John would ask other Superintendents at the upcoming conference what they typically pay seasonal entomologists.
8. Vehicle Rental Options
  - a. John would investigate obtaining an EV through the state.
9. Approval of funds to be used for attending the Northeastern Mosquito Control Association Conference, in Mystic, CT.
  - a. **Carolyn made a motion to approve up to \$450 of district funds for John to use to attend the Northeastern Mosquito Control Association conference, and Greg seconded. Motion passed 3-0.**
10. Division of Capital Asset Management and Maintenance Process (DCAMM) Update
  - a. The lease has been signed by both parties and DCAMM is waiting for the contract to be sent back to them. Carolyn stated that she would follow up with Deerfield.
11. Commissioner Search Update
  - a. Jennifer Brown mentioned that she had submitted her application for the open PVMCD commissioner position.
12. Other Business
  - a. None.
13. Date, Time, and Location of Next Commission Meeting
  - a. December 11, 2023 at 2 PM.
14. Adjournment
  - a. One of the commissioners had to leave at 3:00 PM, and the meeting concluded without a quorum.