



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

8 Conway Street

South Deerfield, MA 01373

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)



District Director  
John Briggs

### Meeting Minutes

**Date:** Monday, November 18, 2024

**Time:** 2:00 PM

**Location:** Virtual

1. Call to Order and Attendance
  - a. The meeting was called to order at 2:17 PM.
  - b. Commissioners in attendance: Jennifer Brown, Greg Lewis, and Carolyn Ness. Jeanne Galloway joined the meeting at 2:56.
  - c. Others in attendance: John Briggs, Pioneer Valley Mosquito Control District (PVMCD) director.
2. Public Comment/Output
  - a. None
3. Approval of Previous Meeting Minutes
  - a. **Carolyn made a motion to approve the minutes as written and Greg seconded. Motion passed 3-0.**
4. Operations Update
  - a. John said that he was working on the annual reports for member communities.
5. Fiscal
  - a. John went over FY25 payments received and balances owed by member communities.
  - b. John made a request to increase funds allocated for the upcoming Northeastern Mosquito Control Association (NMCA) conference. The increase would cover an additional \$80.00 in delegate registration fees.
    - i. **Carolyn made a motion to increase the line item by \$80.00 for John to participate as a delegate at the NMCA conference, and Jennifer seconded the motion. Motion passed 3-0.**
6. Eastern Equine Encephalitis Response (EEE) Plan
  - a. John mentioned that Katie Brown and Matthew Osborne, from the Massachusetts Department of Public Health, would be attending next month's meeting for a discussion regarding PVMCD's EEE response plan.
7. Outreach
  - a. John went over future outreach initiatives.
8. Lease and Facilities Update
  - a. John said that the Town of Deerfield is moving forward with renovation plans for the building that the district is currently leasing. If needed, John would explore a short-term lease option.
  - b. John noted that Jessica Burgess, General Counsel, drafted a license agreement between PVMCD and UMass for shared space.
9. Other Business
  - a. None
10. Date, Time, and Location of Next Commission Meeting
  - a. December 16, 2024, at 2:00 PM. This meeting will be held virtually.
11. Adjournment
  - a. **Carolyn made a motion to adjourn the meeting and Jennifer seconded. Motion passed 3-0.**
  - b. The meeting was adjourned at 3:15 PM.