

Lemon Fair Insect Control District
Tuesday, Sept. 5, 2017
Bridport, VT

Draft Minutes

1. Call to order: 5:10

Present: David Dodge, Wendy Lynch, Christine Chapline, Gary Rodes, Chuck Burkins, Alissa Shethar, Dinah Bain

2. Approve August minutes:

The August minutes are approved.

3. Treasurer's Report

Cash forward: \$78,874.98

Cash received: \$22,065.53

Total cash for month: \$100,940.51

Total disbursements: \$42,383.81

Cash on hand: \$58,556.70

Total accounts payable: \$0.00

Total accounts receivable: \$39,406.52

Net current assets: \$97,963.22

4. ArcGIS update

The computer hardware is all installed. The software is installed on the main computer and can be installed on the laptop.

We need to update maps into the Shapefile system; Craig wants to create different tiers of overlays for the same location based on the degree of flooding. Chhoki Sherpa is familiar with relational databases and will create a database to allow us to look at the field data (dipping, larval and adult identification and locations, etc.) in various ways and will enter the existing field data into the database.

The new maps can be exported as .pdf for the website.

The Shapefile maps will need to be readied during the winter for the treatment permits and for JBI so that they are ready to go in the spring.

5. Field Condition updates:

No complaints on the hotline in August.

Craig submitted a field report by email. In summary: Mosquito numbers are down, but WNV has been detected in almost all VT counties. A species new to our traps has been identified, *Culiseta morsitans*; this species is a vector for WNV.

There were no larvicide treatments in August.

Craig, Gary and the field techs are working on the ArcGIS mapping.

Meg and Craig would like to attend the Northeastern Mosquito Control Association meeting in Dec. and request funding from the board.

6. VAA update:

No report (David has not contacted Tim Schmalz)

7. Draft Budget

Dinah has worked up a draft budget for next year (the final budget needs to be voted on at the November meeting). The board discussed the items to include and the organization of the spreadsheet.

We need to project the remaining payroll for this year's actuals and to estimate next year's payroll.

We will include the usual town contributions in the new budget, however, since our expected carryover is significant, we may not need to bill the towns the full amounts in 2018.

David will write the notes to go with the budget proposal.

8. Personnel Matters

Because of IPM tasks and a busy mosquito year, the Field Coordinator's contracted salary fell significantly short of his off-contract hourly rate. A motion was made to reimburse the Field coordinator for the difference between what he would have been paid if he had been paid hourly vs. what he was paid by his contracted salary (after his August hours have been submitted). The motion passed unanimously.

A discussion was held on whether the Field Coordinator should be paid a salary or by the hour in the future.

Hourly pay might lead to overtime pay issues, unless the FC can be treated as exempt. No decision was reached; further discussion of the options will be made with the FC.

9. New business:

Dinah would like to amend the Formation Agreement so that our budget aligns with the calendar year. Since we believe that this is not a substantive change to the Formation Agreement, this change can be approved by the Selectboards of the three towns. Chris will write an amendment for the Selectboards' approval.

10. Adjourn: 7:05

Next meeting: October 3, 2017, Cornwall Town Offices, 5:00.