



THE COMMONWEALTH OF MASSACHUSETTS  
THE STATE RECLAMATION & MOSQUITO CONTROL BOARD



## Plymouth County MOSQUITO CONTROL PROJECT

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Commissioners:  
Cathleen Drinan, Chairman  
John Sharland, Vice Chairman/Secretary  
Michael F. Valenti  
John Kenney

Stephen A. Gillett - Superintendent  
Ross Rossetti - Asst. Superintendent/Pilot  
Ellen Bidlack - Entomologist  
Denise DeLuca - Administrative Assistant

### COMMISSIONER'S MEETING MINUTES

On Friday, March 15, 2019 the Commissioners of the Plymouth County Mosquito Control Project held a special meeting at Project Headquarters in Kingston at 9:00 am, for the purpose of reviewing and approving the move-in details, costs and source of funds for the move associated with the new facility. Commissioners Drinan, Kenney, Valenti, (Remotely) and Sharland were present, along with Asst. Supt. Ross Rossetti and Administrative Assistant Denise Deluca. There were no members of the public present.

Chairman Drinan called the meeting to order at 9:03 am with a roll call vote of commissioners present.

Public Comment/Input - None

Assistant Superintendent Report:

Review of upcoming purchases for the new facility

- Anticipated higher rent for the new facility was put into the FY 19 budget but only two months of that higher amount will be expended. This leaves more than enough to cover the expenses associated with the move.
- Ross chose the Office Resources package and price for the new furniture over the W.B. Mason. The Office Resources package includes labor on warranty visits/repairs. W.B. Mason does not. Total cost of the Office Resources items is \$37,853.71. Office Resources already has approval from Boston. They are on the approved bid list.
- Details of the intrusion alarm system, the central station alarm monitoring service and pricing and an awning for the Entrance door were reviewed, along with it's pricing. Landlord will have it lettered and installed and then bill the Project.

After a review of the furniture features and layouts for the various offices and conference room, etc. a motion was made "To approve the plan and costs, subject to additional cost change not to exceed \$1000, with any cost increase greater than \$1000 to be approved by the chair." The motion was seconded and voted unanimously in the affirmative.

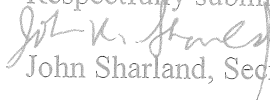
Other Business/Comment

Ross informed the commissioners that DCAMM missed a deadline to inform the current landlord of the termination of our lease and this mistake will cost the Project \$13,000 since we will now have to pay rent thru August, 2019.

Ross reminded the commissioners that he will be attending the Quarterly SRB meeting on March 20.

There being no further business, a motion was made to adjourn, with all in favor. Meeting adjourned at 9:40am.

Respectfully submitted,

  
John Sharland, Secretary