

**MFN Regional Wastewater Meeting
November 6, 2018**

MEETING MINUTES

COMMISSIONERS PRESENT: Mansfield: Jess Aptowitz
Mansfield: Betty Peter, MFN Secretary
Norton: Mike Yunits, MFN Chairman
Norton: Diane McElligott
Foxboro: Chris Gallagher, MFN Vice Chairman
Foxboro: Richard Pacella

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT: Mansfield: Michael Trowbridge

GUESTS PRESENT: John Stanbrook, MFN Treasurer
Chris Rositer, MFN
Renee Gauthier, Secretary

1) Approval of Meeting Minutes (10-2-18)

Discussion:

Motion: To approve Meeting Minutes of 10-2-18.
(Aptowitz/Pacella); all in favor; unanimous.

2) Update of Construction Projects

a) Contract No.1 - WPCF Upgrade and Expansion Project

Chris said they started testing the infiltration basins today, had a couple issues but are working through everything; paving should be done by the end of the week weather permitting; the fire alarm inspection was done and a few items were found, but are being addressed.

Lee discussed spreadsheet he sent which included all current and potential additional costs of projects. He said even with everything included, the project will still be under budget. Lee spoke with Mansfield Electric Department regarding the transformers and they will be putting together a price including equipment and labor. He said CDM is also

working on getting prices. Lee said by next month he should have cost estimates for both options and a decision can be made.

- b) Contract No. 2 - Infiltration Basins & Fruit St Landfill Cap and Closure
Nothing new to report.

3) Approval of Bills

Discussion:

Motion: To approve Capital Expense Warrant 19-16 in the amount of \$378,109.79. (Aptowitz/Pacella); all in favor; unanimous.

Motion: To approve Expense Warrant 19-17 in the amount of \$20,770.05. (Aptowitz/Pacella); all in favor; unanimous.

4) Community Updates

- a) Mansfield
Nothing new to report.
- b) Foxborough
Nothing new to report.
- c) Norton
Nothing new to report.

5) Review of FY2018 MFN Audit – Bob Brown

John Stanbrook provided Draft Audit Report prior to meeting. He said the auditor will be in December 4th to review results and recommendations.

6) Executive Director's Report

Lee suggested having an open house at the Plant near the end of May to ensure the opportunity for all three (3) the communities to have a chance to see the upgrades made. Lee said a discussion of a specific date for the open house and possible promotional items will be put on a later agenda. Diane stated that the idea of an open house had been previously discussed, but there was some concern about liability. Chris Rositer said they would probably set up certain areas for tour, to be guided, roping off areas for safety and it would be a guided only tour.

7) Any Items Not Anticipated 48 Hours Prior To This Meeting

8) Future Agenda Items –

9) Next Meeting – December 4, 2018, 6PM

Motion: To adjourn at 6:11PM.
(Aptowitz/Gallagher); all in favor; unanimous.

Respectfully submitted,
Betty Peter



Signature of District Secretary

12-4-2018
Date of Acceptance