

**MFN Regional Wastewater Meeting  
January 8, 2019**

**MEETING MINUTES**

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

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT: Norton: Diane McElligott

GUESTS PRESENT: John Stanbrook, MFN Treasurer  
Chris Rositer, MFN  
David Young, CDM Smith  
Renee Gauthier, Secretary

1) Approval of Meeting Minutes (12-4-18)  
Discussion:

**Motion:** To approve Meeting Minutes of 12-4-18.  
(Trowbridge/Aptowitz); all in favor; unanimous.

2) Update of Construction Projects  
a) Contract No.1 - WPCF Upgrade and Expansion Project  
Lee provided information in packet for meeting.

Discussion: Chris said they still have some items on the punch list. The Resident Engineer of CDM worked his last day on the project Friday. Jess suggested that a walk of the grounds and plant be set up for the spring. Lee agreed and said it had been previously discussed to possibly have an open house in the spring; he said that Jay Barrows has expressed a desire to attend. Lee reminded the Commission that last month's discussion regarding the switchgear work will be awarded to the Mansfield Municipal Electric Department at a cost of approximately \$45,000. It has been agreed

that MFN will pay for the necessary repairs and DOC or their insurer will reimburse the cost. He will issue purchase order as discussed.

- 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 19-22 in the amount of \$220,836.52. (Trowbridge/Aptowitz); all in favor; unanimous.

Discussion:

**Motion:** To approve Expense Warrant 19-23 in the amount of \$38,988.06. (Trowbridge/Aptowitz); all in favor; unanimous.

### 4) Community Updates

- a) Mansfield  
Nothing new to report.
- b) Foxborough  
Nothing new to report.
- c) Norton  
Mike Yunits said Norton has been interviewing for a new Water & Sewer Superintendent; he is hoping to make an appointment to the position next week. Norton currently has an interim Superintendent in place now.

### 5) Review and Approve Proposed FY2020 Budget

Discussion: Lee said minimal changes were made to the budget; John said there were only a few changes. A formal approval vote needs to be taken to record the use of retained earnings for the first time in the budget. John will provide copy of vote to the Department of Revenue when the balance sheet is certified.

#### **FY2020 MFN Budget Approval Motion:**

**Motion:** "I move that the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000.00) be hereby appropriated from MFN Wastewater District Retained Earnings and Five Million Five Hundred Forty-Five Thousand Six Hundred Fifty-Nine Dollars (\$5,545,659.00) be hereby appropriated from assessments to MFN Wastewater District member Towns according to the percentages as set forth in

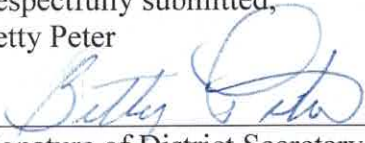
the attached document entitled “**MFN WASTEWATER DISTRICT FY20 BUDGET SYNOPSIS**”, for a total to be appropriated of Five Million Seven Hundred Twenty Thousand Six Hundred Fifty-Nine Dollars (\$5,720,659.00), to defray the expenses of the MFN Wastewater District for the ensuing 12-month period beginning July 1, 2019.”

(Trowbridge/Aptowitz); all in favor; unanimous.

- 6) Executive Director’s Report  
Nothing new to report.
  
- 7) Any Items Not Anticipated 48 Hours Prior To This Meeting
  
- 8) Future Agenda Items –
  
- 9) Next Meeting – February 5, 2019, 6PM

**Motion:** To adjourn at 6:08 PM.  
(Aptowitz/Gallagher); all in favor; unanimous.

Respectfully submitted,  
Betty Peter

  
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Signature of District Secretary

  
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Date of Acceptance