

**MFN Regional Wastewater Meeting
December 3, 2019**

MEETING MINUTES

COMMISSIONERS PRESENT: Mansfield: Michael Trowbridge, MFN Secretary
Mansfield: Jess Aptowitz
Mansfield: Matthew Teixeira
Norton: Mike Yunits, MFN Chairman
Foxboro: Richard Pacella

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT: Norton: Diane McElligott
Foxboro: Chris Gallagher, MFN Vice Chairman

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

- 1) Approval of Meeting Minutes (11-12-19)
Discussion:

Motion: To approve Meeting Minutes of 11-12-19.
(Trowbridge/Aptowitz); 5 in favor; Michael Trowbridge abstained.

- 2) Update of Construction Projects
 - a) Contract No.1 - WPCF Upgrade and Expansion Project
Discussion: Lee stated that the contractors are still working on the vibration issue on Pump No. 2. Matthew Teixeira inquired what about the vibration issue; Chris said they have found vibration issues when testing and are working towards a solution. He said that DOC has resolved the claim issues with the HVAC subcontractor. Dave Young mentioned there is an issue with the epoxy on flooring, but they are working to resolve the issue.

- 3) Approval of Bills

Discussion:

Motion: To approve Expense Warrant 20-10 in the amount of \$601,799.91.
(Trowbridge/Aptowitz); all in favor; unanimous.

4) Community Updates

a) Mansfield

Nothing new.

b) Foxborough

Rich Pacella stated that the DPW Director is retiring.

c) Norton

Mike said the West Main Street Sewer Project has shut down for winter. He stated that when the night work was ongoing, there were complaints from residents due to the blasting. Construction will resume in spring.

5) MFN Preliminary FY 2021 Budget Discussion

Discussion:

Lee provided handouts of the preliminary budget. He said even if numbers change slightly, the 3% will stay the same for the MFN Communities. Mike Yunits inquired about the chemical line item staying same; Chris said they are using fewer chemicals for treatment with new process changes. Lee said John Stanbrook used last year's numbers for employee benefits as placeholder. If retained earnings are needed for any changes, a formal vote will need to be taken. Mike Trowbridge asked when the vote needs to be taken; Lee said a vote needs to be taken in January and must provide the MFN Communities by February.

6) Discussion Regarding MFN Treasurer

Discussion: Lee said John Stanbrook is leaving the Town of Mansfield, but may continue on as the MFN Treasurer. Mike Trowbridge asked if John receives a stipend for being MFN Treasurer; Lee said \$10,000 per year and is paid as part of his salary. Lee will look into how MFN will need to pay him in future. Lee will check with Joe Cove, MFN Attorney about a contract for John for however long he stays. Jess and Mike Yunits voiced concern that said someone needs training as John will not be able to stay indefinitely due to his new responsibilities and position; they suggested Lee inquire if Matt Violette, Mansfield Treasurer is interested in taking over.

7) Executive Director's Report

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

9) Future Agenda Items –

10) Next Meeting – January 7, 2020, 6PM

Motion: To adjourn at 6:20 PM.
(Trowbridge/Aptowitz); all in favor; unanimous.

Respectfully submitted,
Michael Trowbridge



Signature of District Secretary

JAN. 7, 2020

Date of Acceptance