

**MFN Regional Wastewater Meeting
April 7, 2020**

**MEETING MINUTES
(VIRTUAL MEETING – GOTOMEET)**

COMMISSIONERS PRESENT: Mansfield: Michael Trowbridge, MFN Secretary
Mansfield: Jess Aptowitz
Mansfield: Matthew Teixeira
Norton: Diane McElligott
Foxboro: Chris Gallagher, MFN Vice Chairman
Foxboro: Richard Pacella

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT: Norton: Mike Yunits, MFN Chairman

GUESTS PRESENT: Chris Rositer, MFN
Renee Gauthier, Secretary

- 1) Approval of Meeting Minutes (3-10-20)
Discussion:

Motion: To approve Meeting Minutes of 3-10-20.
(Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:
Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher - yes

- 2) Update of Construction Projects
a) Contract No.1 - WPCF Upgrade and Expansion Project

Discussion: Lee said Contract No. 1 is 100% closed out. Change Order No. 11 is not for a monetary change, but is to allow an extension to the original completion date. He stated that the contractors have provided necessary close out documents. He said that CDM is working with staff and contractors to finish all the necessary documents and file reports as required. He is hoping to have the entire project and filings completed and approved in a couple of months.

3) Approval of Contract No. 1 Change Order No. 11

Discussion: Lee said zero cost

Motion: To approve Contract No. 1, Change Order No. 11 and to authorize the Executive Director to sign the Change Order for the Commissioners.
(Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:

Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher - yes

4) Approval of Bills

Discussion - Warrant 20-19:

Motion: To approve Capital Warrant 20-19 in the amount of \$36,178.22 and to authorize the Executive Director to be the only signature required for the warrant.
(Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:

Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher - yes

Discussion - Warrant 20-20:

Motion: To approve Expense Warrant 20-20 in the amount of \$74,555.13 and to authorize the Executive Director to be the only signature required for the warrant.
(Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:

Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher - yes

Discussion - Warrant 20-21:

Motion: To approve Expense Warrant 20-21 in the amount of \$30,487.98 and to authorize the Executive Director to be the only signature required for the warrant. (Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:

Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher – yes

5) Community Updates

a) Mansfield

Lee stated he wanted to update the Commissioners on plant staffing. He said the plant is still working with a full staff; however they are staggering staff as suggested by the state.

b) Foxborough
Nothing new.

c) Norton
Nothing new.

6) Executive Director's Report

Lee apologized for troubles with link for meeting.

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

8) Future Agenda Items –

9) Next Meeting – May 5, 2020; 6PM,

Discussion: Per Lee, this meeting may not be needed, but will schedule in case it is needed.

Motion: To adjourn at 6:22PM.
(Trowbridge/Aptowitz); all in favor; unanimous.

Roll Call Vote:

Pacella - yes
Trowbridge - yes
Aptowitz - yes
McElligott - yes
Teixeira - yes
Gallagher - yes

Respectfully submitted,
Michael Trowbridge



Signature of District Secretary

6/2/20

Date of Acceptance