

**MFN Regional Wastewater Meeting  
November 2, 2020**

**MEETING MINUTES  
(VIRTUAL MEETING – GOTOWEBINAR)**

COMMISSIONERS PRESENT: Mansfield: Michael Trowbridge, MFN Secretary  
Mansfield: Matthew Teixeira  
Norton: Mike Yunits, MFN Chairman  
Norton: Diane McElligott  
Foxboro: Chris Gallagher, MFN Vice Chairman

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT: Mansfield: Jess Aptowitz  
Foxboro: Richard Pacella

GUESTS PRESENT: Chris Rositer, MFN  
Matthew Violette, Mansfield Town Accountant  
John Stanbrook, MFN Treasurer  
Joseph Cove, MFN Counsel  
Renee Gauthier, Secretary

**1) Approval of Meeting Minutes (10-6-20)**  
Discussion:

**Motion:** To approve Meeting Minutes of 10-6-20.  
(Trowbridge/Gallagher); all in favor; unanimous

Roll Call Vote:  
Yunits – Yes  
McElligott - Yes  
Trowbridge - Yes  
Teixeira – Yes  
Gallagher – Yes

**2) Approval of Bills**

Discussion - Warrant 21-09:

**Motion:** To approve Expense Warrant 21-09 in the amount of \$59,236.47 and to authorize the Executive Director to be the only signature required for the warrant. (Trowbridge/Gallagher); all in favor; unanimous

Roll Call Vote:

Yunits – Yes

McElligott - Yes

Trowbridge - Yes

Teixeira – Yes

Gallagher – Yes

**3) Community Updates**

a) Mansfield  
Nothing new.

b) Foxborough  
Nothing new.

c) Norton  
Nothing new.

**4) MFN Treasurer Discussion**

Discussion: Lee introduced Matt Violette, Mansfield Town Accountant to Commission. Matt reviewed his qualifications and work history for the Commissioners. Lee said he would add this for discussion to December meeting and invite Matt and John Stanbrook to participate.

**5) Rail Trail Right-of-Way**

Discussion: Mike Yunits the Norton town meeting approved three (3) public ways along the trail. Mike Yunits said that 2/3 of properties were taken by fee through the railroad. Lee said Mansfield is waiting for results for Mansfield hopefully were also acquired fee simple.

**6) Management and Operations Agreement**

Discussion: Lee emailed information regarding agreement to Commissioners prior to meeting. Mike Yunits inquired if anyone had any questions regarding the extension of the contract with Mansfield. Mike Yunits asked Lee if there were enough people in attendance to be able to take a vote; Lee said there was as there were two (2) from Norton, two (2) from Mansfield and one (1) from Foxboro. Joe gave quick overview of what is required for an extension of the agreement. Joe said the contract was basically an intermunicipal agreement;

No Town Meeting vote was required and it is exempt from 30B procurement. He explained that the only thing required is that Mansfield must be notified before December 31, 2020 as outlined in the original agreement. He stated that it can be extended for a period of up to 25 years. Mike Trowbridge inquired what Joe's recommendation for extension would be; Joe said he would recommend a minimum of a 10-year extension due to the labor union contracts and other contracts associated with the running of the plant.

Diane inquired what advantage there is by going to a 15-year term. Joe said that it is important to realize that the vote today is to notify Mansfield of the intent to extend the contract. He further explained that the contract would need to be negotiated and at the time of negotiations it can be made for less years. Mike Yunits inquired if it is possible after the agreement is signed could it be changed say half way through the contract to a lesser number of years. Joe explained that changes could be made and recommended adding review language that would allow for such changes, such as including a stipulation that a review be done every five (5) years. Mike Trowbridge explained the reason he suggested a 15-year extension was in order to give stability. He stated that time goes by so fast, he has been in the service of Mansfield for 26 years. Chris Gallagher inquired about the Executive Directors position, wondering if it will be part of the new agreement or separate. He wanted to be sure that if Lee was willing to stay on as Executive Director after he retires from the Town of Mansfield, that it would be included. Lee said yes, he would like it to be included in contract and said he had spoken with Kevin Dumas, Mansfield Town Manager and said Kevin is in support of him staying on with the MFN.

Joe clarified that the existing contract states that the Mansfield DPW Director will act as the MFN Executive Director, so in the new contract, that language will need to be modified. Lee asked Joe if Commission would have to appoint a subcommittee to negotiate the new contract terms. Chris Gallagher agreed that a subcommittee should be chosen to work through the contract details. Joe reminded the Commissioners that tonight's vote was for the intent to extend the contract, not the actual terms of the contract which would be worked out after.

Mike Yunits read the Motion as follows:

**Motion:** To move that the Mansfield Foxboro Norton Wastewater District (MFN) continue and extend, for a period of 15 years, the service contract and agreement with the Town of Mansfield for the operation and maintenance of the MFN wastewater treatment plant subject to and upon terms to be mutually agreed upon and the Mansfield Director of Public Works continue to serve as the MFN Executive Director and that notice of this extension and appointment be given to The Town of Mansfield prior to December 1, 2020.

(Trowbridge/Gallagher); all in favor; unanimous

Roll Call Vote:

Yunits – Yes

McElligott - Yes

Trowbridge - Yes

Teixeira – Yes  
Gallagher – Yes

7) Executive Director's Report

Lee mentioned that the Mansfield Town Manager will be attending the December 1<sup>st</sup> meeting. Matt Teixeira inquired what form the notification to Mansfield would be in, Lee said copy of vote and letter of intent would be given to the Town of Mansfield.

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

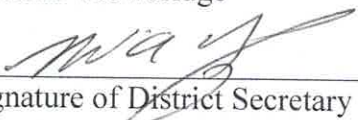
9) Next Meeting – Tuesday, December 1, 2020, 6 PM.

**Motion:** To adjourn at 6:36 PM.  
(Trowbridge/Gallagher); all in favor; unanimous

Roll Call Vote:

Yunits – Yes  
McElligott - Yes  
Trowbridge - Yes  
Teixeira – Yes  
Gallagher – Yes

Respectfully submitted,  
Michael Trowbridge

  
\_\_\_\_\_  
Signature of District Secretary

12/1/20  
\_\_\_\_\_  
Date of Acceptance