

**MFN Regional Wastewater Meeting  
January 5, 2021**

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

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

EXECUTIVE DIRECTOR: Lee Azinheira

COMMISSIONERS ABSENT:

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

- 1) Approval of Meeting Minutes (12-1-20)  
Discussion:

**Motion:** To approve Meeting Minutes of 12-1-20.  
(Aptowitz/Trowbridge); all in favor; unanimous

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

## 2) Approval of Bills

Discussion - Warrant 21-12:

**Motion:** To approve Expense Warrant 21-12 in the amount of \$358,824.54 and to authorize the Executive Director to be the only signature required for the warrant. (Trowbridge/Aptowitz); all in favor; unanimous

Roll Call Vote:

Yunits – Yes

McElligott - Yes

Trowbridge – Yes

Aptowitz – Yes

Teixeira – Yes

Pacella – Yes

Gallagher – Yes

## 3) Community Updates

a) Mansfield

Nothing new.

b) Foxborough

Chris Gallagher said the old firehouse site on the Foxboro common has moved forward, they are turning it into brewery and 19 apartments. He stated that he will make sure the brewery contacts Chris Rositer regarding any permits/requirements for discharge.

c) Norton

Mike said the West Main Street sewer project is complete, schools are tied in and paving is expected to take place in spring.

## 4) Approval of FY2022 MFN Budget

Discussion: Lee explained that there were a couple of minor changes to the budget; that he had originally estimated for the benefits, which changed a little. John Stanbrook updated the debt service and Lee said he updated the variable costs; the rest of budget is exactly same. John Stanbrook made changes to retained earnings to keep as whole number. Lee displayed the updated motion on screen, he explained the change to the motion was simply to the written words so that it matched the numbers on the budget summary page. Jess inquired about the payment to Norton; Lee explained that it is specifically spelled out in agreement.

**Motion:** FY2022 MFN Budget Approval Motion:

“I move that the sum of Three Hundred and Ninety Thousand Dollars (\$390,000.00) be hereby appropriated from MFN Wastewater District Retained Earnings, Forty-Six Thousand Five Hundred Dollars (\$46,500.00) be hereby

appropriated from MFN Wastewater District Septage and Earnings on Investments Revenues and Five Million Eight Hundred Eighty Three Thousand Two Hundred and Forty Seven Dollars (\$5,883,247.00) 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 FY22 BUDGET SYNOPSIS**”, for a total to be appropriated of Six Million Three Hundred Nineteen Thousand Seven Hundred Forty-Seven Dollars (\$6,319,747.00), to defray the expenses of the MFN Wastewater District for the ensuing 12-month period beginning July 1, 2021.” (Aptowitz/Trowbridge); all in favor; unanimous

Roll Call Vote:

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

5) MFN Website

Discussion: Lee said updating the MFN website was something that had been previously discussed, to work on once construction was completed. Chris Rositer had looked at the website for Charles River Pollution Control, Lee said they are MFN’s “sister plant”. Chris Rositer said the website has a few pages and links with information: inflow infiltration, links to state info, what you should and shouldn’t put into the sewer system, etc. Lee wanted to see if the Commission had an interest in contracting someone to build a website for the MFN. Mike Yunits said it would depend on the cost of having it done, as it was not in the budget. Lee said he figured it could wait until toward the end of the fiscal year, to see if there might be enough money available. Mike Yunits suggested that there should be a link put on all MFN community websites. Diane suggested to find out who would own website before we contract, to be sure the MFN owns the domain name in case we want to change provider, etc. so we can manage content and will not have to rebuilt again.

6) Management and Operations Agreement

Discussion: Lee explained that per Joe Cove, MFN Counsel, the subcommittee meetings must be posted 48 hours in advance, just like other MFN meeting. Diane suggested next Tuesday at 6:30AM; all subcommittee members were available. Lee will do the meeting posting.

7) Executive Director’s Report

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

9) Next Meeting – Tuesday, February 2nd, 6 PM.

**Motion:** To adjourn at 6:26 PM.  
(Trowbridge/Aptowitz); all in favor; unanimous

Roll Call Vote:

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

Respectfully submitted,  
Michael Trowbridge

  
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Signature of District Secretary

2/2/21  
\_\_\_\_\_  
Date of Acceptance