

**MFN Regional Wastewater Meeting
August 31, 2021**

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

COMMISSIONERS PRESENT: Mansfield: Michael Trowbridge, MFN Secretary
Mansfield: Matthew Teixeira
Mansfield: Jess Aptowitz
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: Matt Violette, MFN Treasurer
Chris Rositer, MFN
Renee Gauthier, Secretary

1) Reorganization of MFN Commission Officers

Motion: Nominate Mike Yunits as Chairman for FY'22.
(Trowbridge/Pacella); all in favor; unanimous

Roll Call Vote:

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

Motion: Nominate Chris Gallagher as Vice Chairman for FY'22.
(Trowbridge/Pacella); all in favor; unanimous

Roll Call Vote:

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

Motion: Nominate Jess Aptowitz as Secretary for FY'22.
(Trowbridge/Pacella); all in favor; unanimous

Roll Call Vote:

Yunits – Yes
Trowbridge - Yes
Aptowitz – No
Teixeira – Yes
Gallagher – Yes
Pacella – Yes

2) Approval of Meeting Minutes (7-13-21)

Discussion:

Motion: To approve Meeting Minutes of 7-13-21.
(Trowbridge/Aptowitz); 5 in favor; 1 abstained

Roll Call Vote:

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

3) Approval of Bills

Discussion - Warrant 22-03:

Motion: To approve Expense Warrant 21-23 in the amount of \$162,368.73 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
Trowbridge - Yes
Aptowitz – Yes

Teixeira – Yes
Gallagher – Yes
Pacella – Yes

Discussion - Warrant 22-04:

Motion: To approve Expense Warrant 22-04 in the amount of \$506,753.00 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
Trowbridge - Yes
Aptowitz – Yes
Teixeira – Yes
Gallagher – Yes
Pacella – Yes

4) Community Updates

- a) Mansfield
Nothing new.
- b) Foxborough
Nothing new.
- c) Norton
Nothing new.

5) Free Cash Certification – Matthew Violette, MFN Treasurer

Discussion: Matt Violette discussed the free cash certification, which he stated was just under \$1.4 million. Matt stated that the increase in revenues of approximately \$60,000 was mostly due septage and the sale of some small inventory. He stated that the FY'21 budget was originally projected to use approximately \$550,000 from retained earnings, but actually only needed approximately \$370,000 of retained earnings, which was a savings \$112,000. Mike Yunits inquired how this years septage compared to FY'20; Matt explained that he did not have the figures from FY'20 but would follow up and get the numbers from John Stanbrook. Lee said septage revenues would likely be even higher this year and he said that looking at the past few years in revenues, projections were for a reserve balance of \$242,000 in FY2024 and at this time, it appears the reserve fund could be over \$500,000.

6) Approval of FY22 CDM Smith Contract for Sludge Landfill Post Closure Monitoring

Discussion: Lee explained that he gave authorization for first quarter payment on this contract. Mike Yunits inquired how long the MFN is required to do this monitoring; Lee state that it would likely be required indefinitely, but that the frequency of testing may be able to be reduced over time.

Motion: To approve FY22 CDM Smith Contract for Sludge Landfill Closure Monitoring not to exceed \$27,440.00.
(Trowbridge/Aptowitz); all in favor; unanimous

Roll Call Vote:

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

7) Fruit St. Generator Update

Discussion: Chris Rositer stated that the new generator has been installed and is running great. They have run it on multiple occasions and had no problems.

8) Website Development Update

Discussion: Lee stated that a portion of this contract will be paid out of the FY'22 budget. It was originally discussed to take the full amount from the FY'21 budget, but due to issue with encumbering, it was decided to pay the balance from the current budget. Chris Rositer stated that CDM has added content to the new website including some construction pictures and videos. He stated that they are close to launching the new website, but need to move some of the information from the existing website to new. Lee stated that it will be up and running soon and he will email link to MFN Commission as soon as it is complete.

9) Executive Director's Report

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

Discussion: Mike Trowbridge asked Chris Rositer if he has seen much fluctuation from infiltration levels at the plant. Chris stated that they were slightly elevated during the last heavy rain, however the levels were still below the permitted amount. He said he would keep an eye on this with this coming projected storm and let them know if there were significant increases.

Rich Pacella inquired if there are any upcoming projects that MFN may be needing or thinking. He suggested if so, that now may be the time to look into them as they may qualify for some of the federal funding available.

Matt Violette explained that he is looking to get the auditors lined up. He stated that he has one price from R.E. Brown & Company which has increased, he inquired if the Commission would like him to get additional prices, and they agreed it would be good.

11) Next Meeting – Tuesday, October 5th, 6 PM.

Motion: To adjourn at 6:25 PM.
(Aptowitz/Trowbridge); all in favor; unanimous

Roll Call Vote:

Yunits – Yes

Trowbridge - Yes

Aptowitz – Yes

Teixeira – Yes

Gallagher – Yes

Pacella – Yes

Respectfully submitted,
Jess Aptowitz



Signature of District Secretary

10/5/21

Date of Acceptance