

**MFN Regional Wastewater Meeting  
January 31, 2023**

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

**COMMISSIONERS PRESENT:**

Mansfield: Jess Aptowitz, MFN Secretary  
Mansfield: Matthew Teixeira  
Foxboro: Richard Pacella  
Norton: Mike Yunits, MFN Chairman  
Norton: Diane McElligott

**EXECUTIVE DIRECTOR:** Lee Azinheira

**COMMISSIONERS ABSENT:** Mansfield: Michael Trowbridge  
Foxboro: Chris Gallagher, MFN Vice Chairman

**GUESTS PRESENT:** Chris Rositer, MFN  
Renee Gauthier, Secretary

**1) Approval of Meeting Minutes (12-6-22)**

**Discussion:**

**Motion:** To approve Meeting Minutes of 12-6-22.  
(McElligott/Teixeira); 4 in favor, 1 abstained; motion passed.

Roll Call Vote:

Yunits – Yes  
McElligott - Yes  
Aptowitz - Abstain  
Teixeira – Yes  
Pacella – Yes

**2) Approval of Bills**

**Discussion - Warrant 23-14:**

**Motion:** To approve Expense Warrant 23-14 in the amount of \$130,881.79 and to authorize the Executive Director to be the only signature required for the warrant. (Aptowitz/Pacella); all in favor; unanimous.

Roll Call Vote:

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

3) Community Updates

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

4) Review and Approve Draft FY2024 MFN Budget

**Discussion:** Lee said the budget numbers are pretty true. He stated the Plant employee contract has settled, although there are still a few more exact numbers that are not available yet.

Mike Yunits inquired if the \$73,000 in personnel services is due to a new position; Lee stated that \$65,063 was for the new position of Operator in Training. Lee stated that finding licensed plant operators has been a challenge and that other plants are experiencing similar difficulties in finding help. Diane inquired if there were any other changes to the budget; Lee reviewed the increases and some reductions.

Jess inquired what the total budget was for last year. Lee said it was \$6,331,162, and about \$400,000 of the increases from last year was due to an increase in chemical costs, electricity and septage processing expense.

**Motion: FY2024 MFN Budget Approval**

“I move that the sum of Three Hundred Twenty-Five Thousand Dollars (\$325,000.00) be hereby appropriated from MFN Wastewater District Retained Earnings, Three Hundred Thirty Thousand Dollars (\$330,000.00) be hereby appropriated from MFN Wastewater District Septage and Earnings on Investments Revenues and Six Million One Hundred Fifty-Six Thousand Seven Hundred Seventy-Nine Dollars (\$6,156,779.00) 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 FY24 BUDGET SYNOPSIS**”, for a total to be appropriated of Six Million Eight Hundred Eleven Thousand Seven Hundred Seventy-Nine Dollars (\$6,811,779.00), to defray the expenses of the MFN Wastewater District for the ensuing 12-month period beginning July 1, 2023.” (McElligott/Pacella); all in favor; unanimous.

Roll Call Vote:

Yunits – Yes

McElligott - Yes

Trowbridge – Yes

Aptowitz – Yes

Teixeira – Yes

Gallagher – Yes

Pacella – Yes

5) Cyber Protection Insurance

**Discussion:** Chris Rositer stated that he received a call from the Plant’s insurance agency to discuss the six (6) requests for cyber protection price quotes and that they only received (1) one response with a cost estimate of \$7500 per year, he said it sounded very similar to the policy they already have through their current insurer. Mike Yunits inquired if the current insurance policy has cyber protection and Chris said yes. Jess inquired if Chris had spoken to Kevin Dumas, Mansfield Town Manager to see if the Plant would be covered under Mansfield’s cyber security policy. Chris said that the MFN uses the same Insurance Agent and the questionnaire asked about emails and confidential records, which are stored by Town of Mansfield. He said it was the same agent. Diane said she inquired if it was the same company, because if so it might make a claim go smoother. Diane had said that she had read something in a trade magazine regarding industrial controls and how they can be affected by the need for cyber security. Lee suggested that they get written information regarding coverage and cost to provide to the Commission.

6) Executive Director Report

**Discussion:** Lee said MassDOT held a preconstruction meeting for the Rail Trail Project on 12/14/22; the contractor expecting to mobilize March 15,2023 starting by the Mansfield airport. The scheduled project completion date is 6/13/2025 and the bid amount was \$5,047,795.75. Lee said they are still working with CDM on the cracked beam, they recently had structural engineer on site taking measurements and working with the vendor who provided the mixer.

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

**Discussion:**

8) Next Meeting – March 7, 2023  
**Discussion:**

9) **Motion:** To adjourn at 6:23 PM.  
(Aptowitz/Gallagher); all in favor; unanimous

Roll Call Vote:

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

Respectfully submitted,  
Jess Aptowitz

  
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Signature of District Secretary

3-7-23  
\_\_\_\_\_  
Date of Acceptance