

**Minutes
Executive Committee Meeting
Massachusetts Clean Water Trust**

DATE: December 13, 2017

START TIME: 1: 40 p.m.

PLACE: State House, Room 327

NOTICE: Due public notice given

MEMBERS OF THE EXECUTIVE COMMITTEE –

PRESENT: Sue Perez, Executive Director of the Trust
Rachel Madden, Director of Finance & Administration of the Trust
Steve McCurdy, Director of Program Development of the Trust

ALSO PRESENT: Bernard Greene, Senior Legal Counsel of the Trust
Nate Keenan, Deputy Director of the Trust
Jonathan Maple, Program Associate for the Trust

MINUTES APPROVED:

September 28, 2017

October 18, 2017

October 25, 2017

**SUMMARY OF DISCUSSIONS (INCLUDING DECISIONS MADE/ACTIONS
TAKEN/ VOTES):**

1. Alternative Calculation of Principal Forgiveness. Mr. Keenan reminded the Committee of the Water Resources Reform and Development Act's requirement that states create criteria for distributing additional subsidization, such as principal forgiveness. The Trust developed criteria based on adjusted per capita income (APCI), which is per capita income times the employment rate and population change, for each community in the state. APCI is a simple calculation based on data provided by the Division of Local Services. In reviewing the calculation, Mr. Maple questioned whether there was a better approach, using median household income (MHI). Mr. Maple presented his alternative calculation. Committee members requested a comparison of results to communities under each method be provided at the next meeting.
2. RFR to Pre-Qualify Consulting Engineers for Municipal Asset Management Plans. Mr. Maple distributed a draft request for responses (RFR) to pre-qualify engineering firms that municipalities could hire to develop water infrastructure asset management plans. The plan is to post the RFR on December 20, 2017, with responses due at the end of January 2018. Once a list of prequalified firms is developed, municipalities would contract with individual firms to develop asset management plans. The Trust is using the RFRs to develop a grant program. The

Trust would like to present the selected firms to the Board for approval at the February or March Board meeting.

3. Lead and Copper Rule. Mr. McCurdy reported on discussions at EPA on updating the Lead and Copper Rule under which some voluntary elements may become mandatory. The Drinking Water SRF program people, however, say that they don't yet have sufficient information and can't give any guidance.
4. Lead Service Lines Initiative. The replacement of lead service lines was identified by Commissioner Suuberg as one of the projects that he wants the Trust to undertake. The Committee discussed some of the difficulties getting such a program started. Mr. McCurdy noted, as examples, that surveys to communities often return responses that don't give a clear picture of the nature and extent of the problem and at the state level, there is some hesitancy to impose mandates for which there is no funding to cover the costs. The Committee discussed options that it can present to Commissioner Suuberg. Mr. Maple distributed a DEP "Lead Service Line FAQ" that describes the minimum recommended components of a lead service line removal program.
5. Deputy Director, Municipal Services. Mr. McCurdy reported that he has several good candidates for the deputy director, municipal services position that he is trying to fill.
6. Intended Use Plan. Mr. McCurdy reported that DEP is considering an announcement event for the IUP like the one that was staged at Upper Blackstone a couple of years ago. The Committee said Ms. Perez would get dates that work for the Treasurer in January and Ms. Madden would work to schedule the Lieutenant Governor.
7. Series 21 Bonds. Mr. Keenan reported that the Trust is working on sizing the Series 21 Bonds.
8. PFM Presentation. There was discussion of the follow-up to the presentation on November 28 by the Trust's financial advisor PFM. Mr. Keenan reported that the Trust is looking at some of the ideas presented, such as adding a loan calculator to the Trust's website after the first quarter of 2018. The Trust is also looking to add a data base to the website and to re-think and revise the capacity calculation.

LIST OF DOCUMENTS AND EXHIBITS USED:

1. Principal Forgiveness Calculation: Base Income Unit Review
2. Lead Service Line FAQ
3. Draft Request for Responses, Consulting Engineering Services

The meeting adjourned at 2:20 p.m.

Approved: 09/12/2018