

**EXECUTIVE COMMITTEE OF THE  
MASSACHUSETTS CLEAN WATER TRUST**

**Meeting Minutes**

**Meeting Date:** Thursday, December 19, 2019  
**Time:** 12:30 PM  
**Location:** Massachusetts Clean Water Trust  
1 Center Plaza, Suite 430  
Boston, Massachusetts 02108  
**Notice:** Due public notice given  
**Attendees** Sue Perez, Executive Director, Trust  
Maya Jonas-Silver, Director of Finance & Administration, Trust  
Maria Pinaud, Director of Program Development, Trust  
**Also Present** Nate Keenan, Deputy Director, Trust  
Jonathan Maple, Policy Analyst, Trust  
Kelly Taylor, Environmental Engineer, MassDEP  
Haleemah Qureshi, Project Manager, City of Somerville  
Jonathan Smith, Project Manager, City of Somerville  
**Absent**

**SUMMARY OF DISCUSSIONS**

1. **Somerville Asset Management Grant.** Ms. Pinaud introduced Ms. Qureshi and Mr. Smith from the City of Somerville's Engineering Department to discuss their 2020 Clean Water Asset Management Planning (AMP) project that was submitted for the 2020 Intended Use Plan. The original project was a standard Sewer System Evaluation Survey (SSES) and plan for an estimated project cost of \$1.1 million. Ms. Qureshi and Mr. Smith explained that their project had shifted from the original SSES plan and would be reduced in cost. Their evolved plan would include adding data to a tracking database and building out their asset information infrastructure, including establishing an asset management program, performing both criticality and GAP analysis. This would be completed in phases. The City would like to utilize Trust AMP funds for phase 1 and possibly phase 2. They noted that their department will manage the project and was finalizing an updated assistance financing application that would be more detail and updated cost estimates.

Somerville's original SSES plan utilized their existing consulting engineering firm, who is not one of the prequalified firms under the Trust's AMP program.

When asked if the City had considered any of the prequalified firms for their SSES and AMP activities, Ms. Qureshi responded that they did review multiple firms to provide this work, but their current firm was the find best fit for their program needs and that some of the firms would not have the full capacity as their current firm did.

When asked why Somerville doesn't utilize SRF financing for any of its other projects, Ms. Qureshi noted that there concerns over the administrative burden. Mr. Smith noted that the

engineering department had recently doubled in size, and that the program would now be looking into other options moving forward, including SRF financing.

The Committee thanked Ms. Qureshi and Mr. Smith for addressing the Executive Committee

**NOTE:** Ms. Qureshi, Mr. Smith and Ms. Taylor exited the meeting at the end of this discussion.

2. **Disadvantaged Business Enterprise Goals Board Recommendation.** Ms. Pinaud followed up from the previous meeting noting that MassDEP would recommend retaining the program's existing Disadvantaged Business Enterprise fair share objectives. MassDEP proposes streamlining the internal waiver review process for goal categories that have insufficient market participation. Ms. Perez asked that Ms. Pinaud present these recommendations at the next Board meeting during the executive summary.
3. **School Water Improvement Grant Update.** Mr. Keenan noted that we're waiting on a final date to be selected between the agency principals and he also proposed scheduling a final working group meeting before the next Board meeting to make sure everyone is all on the same page and ready to proceed. The Trust would like more information related to UMass technical support and coordination with MassDEP.

Mr. Maple asked for a clarification how the program should handle the private schools and other education/childcare entities. Mr. Maple noted that the Trust's counsel provided an opinion that grants to private schools would not violate the Commonwealth's anti-aid provisions. Mr. Keenan added, and the Committee agreed, that regardless of eligibility the schools district would be submitting the application package. The Trust can expand the eligibility language based on the legislative language but will note that the district application process and prior testing requirements are still in place.

Ms. Perez asked if there was an update on the Governor's Advisory Committee for the Lead Poisoning Prevention Program that the Trust must consult with for the program. Mr. Maple confirmed that he received a response that morning from the Program Director. The last time the committee met was in 2017 and there currently are three vacant seats. Ms. Perez noted that the Trust will work with its counsel and the advisory committee to meet the Trust's legislative requirements.

4. **Closeout Supplemental Budget for FY 19 - Line Item Discussion.** Ms. Pinaud noted that MassDEP is receiving requests about the PFAS funds listed within the supplemental budget. She recommended adding a discussion to the Intended Use Plan (IUP) that describes the type of funds and how they will be expended. The Committee discussed adding the PFAS write up in the IUP similar to emergency funds. Ms. Perez requested that MassDEP write up an action process for these projects that will explain the selection process for projects that limits the process based on the availability of funding. Ms. Pinaud asked what method of subsidy should the MassDEP list in the IUP as it relates subsidization. Mr. Keenan noted that the Trust was completing an analysis for the best approach and would follow up shortly.

Ms. Perez suggested that MassDEP may consider holding off on swapping out projects from the Drinking Water lists, to provide additional funding for PFAS mitigation. The committee discussed the process and the best method for identifying and funding projects. This is an emerging contaminant, and any program operated by the Trust will be stop gap measure until a more robust response can be prepared.

Mr. Keenan noted that Barnstable reached out to the Trust about the possibility of receiving retroactive loan relief as they have depleted their drinking water fund to complete PFAS mitigation. The Committee agreed that we did not typically apply programs retroactively to projects and stated that any future work completed by Barnstable may be eligible for assistance.

The Committee discussed what to do with the additional loan capacity assigned in the SUP budget. The \$10.65 million to support drinking water programs to remediate per- and polyfluoroalkyl substances (PFAS) contamination of public water supplies, and \$9.4 million to increase project capacity. Ms. Perez noted that the Trust is reviewing the available amount of capacity in the drinking water program and will present at a later date

5. **Scheduling the Annual Meeting/Audit Committee Meeting.** Ms. Perez noted we need to schedule the Annual and Audit Committee Meeting including having all Ex-Officio members there. Ms. Perez suggested having everyone available to for the January 15 Board Meeting. Everyone will reach out internally and follow up with scheduling.

**Other Business (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting)**

**LIST OF DOCUMENTS AND EXHIBITS USED:**

1. School Water Improvement Grant Roll Our Calendar (Word Document)

The meeting adjourned at 1:31 p.m.

Minutes Approved: \_\_\_\_\_