

**MEETING OF THE MASSACHUSETTS  
CLEAN WATER TRUST  
BOARD OF TRUSTEES**

February 6, 2019  
1:30 PM

1 Center Plaza, Suite 430  
Boston, Massachusetts

**Minutes**

**Attendees:** James MacDonald, First Deputy Treasurer, Designee  
Martin Suuberg, Commissioner of MassDEP  
Maya Jonas-Silver, Director of Capital Planning and Long-Term Obligations,  
Executive Office of Administration and Finance, Designee

**Also Present:** Susan Perez, Executive Director, MCWT  
Nate Keenan, Deputy Director, MCWT  
My Tran, Treasurer, MCWT  
Sally Peacock, Controller, MCWT  
Joshua Derouen, Program Associate, MCWT  
Steve McCurdy, Director of Municipal Services of MassDEP  
Maria Pinaud, Deputy Director of Municipal Services, MassDEP

**CALL TO ORDER:** The meeting was called to order by Mr. MacDonald at 1:30 p.m.

Item #1

**MOTION- VOTE**

**Acceptance and Approval of January 15, 2019 Minutes**

The motion was made by Commissioner Suuberg and seconded by Ms. Jonas-Silver and voted unanimously in favor of acceptance and approval of the minutes of the meeting of the Board held on January 15, 2019.

Item #2

**REPORT OF THE EXECUTIVE COMMITTEE**

Ms. Perez said that the Executive Committee has been working on a program for installing drinking water filling stations in public schools. The program is a follow up to the lead in school drinking water testing done over the last few years by the Massachusetts Clean Water Trust and MassDEP. It was stated that representatives from the Trust, the MassDEP, Executive Office for Administration & Finance, the Massachusetts Department of Elementary and Secondary Education, the Massachusetts Department of Early Education and Care, and the Operational Services Division have, at the direction of the Executive Committee, formed a working group and have been meeting to further the program's development. Ms. Perez went on to say that the working group will submit a plan to the Executive Committee.

Those who have attended the working group meetings agreed that the working group has made good progress to this point and the various state agencies have been able to add value in their areas of expertise.

Ms. Perez said that the Trust hopes the first phase of the program will start soon but the first phase may include a limited number of communities who are ready to proceed with the project. The Trust does intend to market this program to those communities that have demonstrated through the testing program, that they have water fountains that need to be replaced.

Item #3

**MOTION- VOTE**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg.

Mr. Keenan said that the EPA grant that the Trust receives, requires the Trust to establish goals, known as fair share objectives, for assisting disadvantaged businesses enterprises (DBE). He went on to state how a request for responses (RFR) was published and one response was received. Mr. Keenan noted that not many consultants have expertise in the type of analysis required by EPA to established fair share objectives but the RFR was posted publicly and followed the necessary process for soliciting responses.

Mr. Keenan described how the employee who conducted the research from the previous firm responsible for the work to meet the grant requirement in 2010 started his own firm, and his firm, Keen Independent Research, was the only response received by the Trust. This person was described as well qualified and experienced for working with MassDEP and the Trust. Additionally, the cost is approximately the same price that was charged in 2010.

Mr. Keenan concluded by saying that this firm would be using the same methodology that was used for the 2010 availability analysis which was previously approved by the EPA.

The motion was voted unanimously in favor of acceptance and approval of the following:

***Engagement of Consultant for an Availability Analysis and Fair Share Objective Report***

1. That the recommendation of the Procurement Management Team, established pursuant to the Trust's Request for Responses: Availability Analysis and Fair Share Objective Report dated December 7, 2018 ("the DBE-RFR"), distributed to the Board, is approved.
2. The Board hereby delegates authority to the Executive Director to negotiate, reach agreement, and execute a contract or contracts with the selected consultant in accordance with the DBE-RFR, and to take all such further actions necessary to finalize the engagement of said consultant.

Item #4

**MOTION- VOTE**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of acceptance and approval of the following:

***Clean Water/Community Septic Management Program Loan Commitments***

<u>PAC No.</u>	<u>Borrower</u>	<u>Amount</u>	<u>Equivalent Interest Rate</u>
CW-19-02 <sup>1</sup>	Millville	\$300,000	2%
CW-19-01 <sup>2</sup>	Nantucket	\$2,000,000	2%

Item #5

**MOTION- VOTE**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of acceptance and approval of the following:

***Clean Water and Community Septic Management Program Loans/ Local Government Obligations and Financing Agreements***

<u>PRA No.</u>	<u>Borrower</u>	<u>Amount</u>	<u>Equivalent Interest Rate</u>
CWT-19-02 <sup>3</sup>	Millville	\$300,000	2%
CWT-19-01 <sup>4</sup>	Nantucket	\$2,000,000	2%

Item #6

**MOTION- VOTE**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of acceptance and approval of the following:

***Drinking Water Loans/ Local Government Obligations and Financing Agreements***

<u>PRA No.</u>	<u>Borrower</u>	<u>Amount</u>	<u>Equivalent Interest Rate</u>
DW-18-03	Gloucester	\$1,500,000	2%
DW-18-08	Revere	\$250,000	2%

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<sup>1</sup> Community Septic Management Program Loan Commitment

<sup>2</sup> Community Septic Management Program Loan Commitment

<sup>3</sup> Community Septic Management Program Loan Agreement

<sup>4</sup> Community Septic Management Program Loan Agreement

**OTHER BUSINESS:** None

**ADJOURN:** The motion was made by Mr. MacDonald and Seconded by Commissioner Suuberg and voted unanimously in favor of adjourning the meeting at 1:38 p.m.

**LIST OF DOCUMENTS AND EXHIBITS USED:**

1. Agenda
2. Minutes, January 15, 2019
3. Disadvantaged Business Enterprises Request for Responses Memo
4. Disadvantaged Business Enterprises Request for Responses Exhibit A
5. Disadvantaged Business Enterprises Request for Responses Exhibit B
6. Project Descriptions