

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

August 14, 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  
Jonathan Maple, Policy Analyst, MCWT  
Joshua Derouen, Program Associate, MCWT  
Maria Pinaud, Director of Municipal Services of MassDEP  
Alethea Harney, Director of Communications, Office of the State Treasurer  
Emily Kowtoniuk, Deputy Legislative Director, Office of the State Treasurer

**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 July 10, 2019 Minutes**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of acceptance and approval of the minutes of the meeting of the Board held on July 10, 2019.

Item #2 **MOTION- VOTE**

**Acceptance and Approval of September 5, 2018 Minutes<sup>1</sup>**

The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of acceptance and approval of the minutes of the meeting of the Board held on September 5, 2018.

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<sup>1</sup> The minutes from the Board meeting held on September 5, 2018 and approved by the Board on October 3, 2018 listed Saugus CW-16-09-A incorrectly as "Saugus CWP-16-09-A."

Item #3

**REPORT OF THE EXECUTIVE COMMITTEE**

Ms. Perez announced that the solicitation for projects for the 2020 Intended Use Plan went out and online applications are being accepted for the first time this year.

The Series 22 bond deal is progressing with borrowers being notified and final information being requested. Pricing is scheduled for the middle of October with closing on the 24<sup>th</sup>. Due diligence with attorneys is scheduled to begin the week of August 19<sup>th</sup>.

Asset Management Planning Grants are to be voted for the first time this Board meeting.

The Trust will begin the process of having all Board meeting materials distributed electronically. The Trust will look into using the same practices of other Commonwealth of Massachusetts entities such as the Massachusetts School Building Authority and the State Retirement Board.

Item #4

**MOTION- VOTE**

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

It was discussed that MassDEP is reviewing the process for incorporating Federal requirements into their documents and wants to table the approval of the changes to the Financing Agreement until that process has been completed.

The motion was voted unanimously in favor of tabling.

Item #5

**MOTION- VOTE**

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

Ms. Perez gave an overview of the proposed budget. MassDEP payroll related expenses have risen since vacant positions are expected to be filled. MassDEP programmatic expenses will be increasing with the continued funding of the Availability Analysis and the expected funding of the Martha's Vineyard 208 Plan, which final costs are not yet known.

There is a place holder for website design since the Trust expects to issue a request for proposal (RFP) to create a new website.

Due to the above costs, the 2020 Fiscal Year Budget has a deficit. However, these additional costs will be covered by the administrative fund.

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

***Approval of the Fiscal Year 2020 Budget***

1. That the Board of Trustees approves the Trust's fiscal year 2020 budget request, distributed to the Board, for funds from the Administrative Fund for the costs of administering its programs paid through the MCWT's Expendable Trust and the Department of Environmental Protection's Expendable Trust.
2. That the Board of Trustees approves the Trust's fiscal year 2020 budget request of the Department of Environmental Protection, distributed to the Board, for funds from the Clean Water and Drinking Water administrative grant funds and set-aside funds for the administration of the state revolving fund.

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:

***Approval of the Clean Water Asset Management Program Grant Commitments***

<b><u>PAC No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>
<b>CW-19-15</b>	<b>Hopkinton</b>	<b>\$103,800</b>
<b>CW-19-14</b>	<b>Leicester Water Supply District</b>	<b>\$45,000</b>
<b>CW-19-10</b>	<b>Millis</b>	<b>\$88,500</b>
<b>CW-19-11</b>	<b>Oak Bluffs</b>	<b>\$22,800</b>

Item #7

**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:

***Approval of the Drinking Water Asset Management Program Grant Commitments***

<b><u>PAC No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>
<b>DW-19-07</b>	<b>Avon</b>	<b>\$67,200</b>

Item #8

**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:

***Approval of the Drinking Water Loan Commitments***

<b><u>PAC No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
DW-19-01	Lawrence	\$2,885,000	2%
DW-19-03	Lawrence	\$6,150,000	2%

Item #9

**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:

***Approval of the Community Septic Management Program Loan Commitments***

<b><u>PAC No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
CW-19-13	Bellingham	\$300,000	2%

Item #10

**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:

***Approval of the Clean Water Asset Management Program Grants and Grant Agreements***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>
CWA-19-15	Hopkinton	\$103,800
CWA-19-14	Leicester Water Supply District	\$45,000
CWA-19-10	Millis	\$88,500
CWA-19-11	Oak Bluffs	\$22,800

Item #11

**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:

***Approval of the Clean Water Loans/ Local Government Obligations and Financing Agreements***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
CWP-16-34	Hopedale	\$5,505,179 <sup>2</sup>	2%
CW-18-19	Revere	\$500,000	2%
CW-18-26	Revere	\$1,000,000	2%

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<sup>2</sup> First Revision: Previous PRA Amount was \$5,043,179

Item #12

**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:

***Approval of the Drinking Water Asset Management Program Grants and Grant Agreements***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>
<b>DWA-19-07</b>	<b>Avon</b>	<b>\$67,200</b>

Item #13

**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:

***Approval of the Drinking Water Loans/ Local Government Obligations and Financing Agreements***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
<b>DWP-17-10</b>	<b>Brockton</b>	<b>\$1,465,000<sup>3</sup></b>	<b>2%</b>
<b>DW-19-05</b>	<b>Dunstable</b>	<b>\$1,133,800</b>	<b>2%</b>

Item #14

**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:

***Approval of Lawrence Emergency Drinking Water Loan/Local Government Obligation and Financing Agreement***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
<b>DWP-19-01</b>	<b>Lawrence</b>	<b>\$2,738,768</b>	<b>0%</b>

Item #15

**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:

***Approval of the Community Septic Management Program Loan/Local Government Obligations and Financing Agreements***

<b><u>PRA No.</u></b>	<b><u>Borrower</u></b>	<b><u>Amount</u></b>	<b><u>Equivalent Interest Rate</u></b>
<b>CWT-19-13</b>	<b>Bellingham</b>	<b>\$300,000</b>	<b>2%</b>

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<sup>3</sup> First Revision: Previous PRA Amount was \$1,329,778

**OTHER BUSINESS:** Commissioner Suuberg mentioned how MassDEP has been working on new Per- and Polyfluoroalkyl Substances (PFAS) in drinking water standards. Communities have been doing voluntary testing. MassDEP is looking to bring a list of communities doing this voluntary testing along with its drinking water standards and other relevant information to a future Board meeting.

In addition, MassDEP has received approximately \$900,000 in EPA grant funding to continue testing for lead in school water. MassDEP has been in contact with schools across Massachusetts to remind them that water samples need to be taken to test for lead. Informational flyers are being distributed to schools to help create awareness about lead in drinking water.

**ADJOURN:** The motion was made by Ms. Jonas-Silver and seconded by Commissioner Suuberg and voted unanimously in favor of adjourning the meeting at 1:45 p.m.

**LIST OF DOCUMENTS AND EXHIBITS USED:**

1. Agenda
2. Minutes, July 10, 2019
3. Minutes, September 5, 2018
4. Terms and Conditions to the Financing Agreement
5. Edits for the Terms and Conditions to the Financing Agreement
6. Fiscal Year 2020 Budget
7. Project Descriptions