

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

**NOTICE AND AGENDA**

<b>Meeting Date:</b>	Wednesday, October 9, 2024
<b>Time:</b>	1:30 PM
<b>Location:</b>	<b>Remote*</b>
<b>Listing of Topics:</b>	Call to Order
	<ol style="list-style-type: none"><li>1. Review and approval of minutes from the 8/14/2024 meeting of the Executive Committee</li><li>2. <b>Cybersecurity Grant Program Update:</b> MassDEP will provide an update on the cybersecurity grant program, including a request for the extension of the application deadline.</li><li>3. <b>AMP Grant Extension Requests:</b> The Trust will present AMP Grant extension requests.</li></ol>
	Other Business <i>(Items not reasonably anticipated by the Chair 48 hours in advance of the meeting)</i>

**\*Location: Remote:** Notice is hereby given that the Wednesday, October 9, 2024 meeting of the Massachusetts Clean Water Trust's Executive Committee will be held through remote participation in accordance with M.G.L.c.30A, §20, as modified by c.20 of the Acts of 2021, c.22 of the Acts of 2022, and c.2 of the Acts of 2023.

Those who would like to attend the meeting, please e-mail [masswatertrust@tre.state.ma.us](mailto:masswatertrust@tre.state.ma.us) to request meeting information. Information to access the meeting will be available through the duration of the meeting. However, we encourage participants to request the information by 5:00 PM the day before the meeting.

To ensure that the audio is clear to all attendees, unless you are actively participating in the meeting, please mute your audio. If you have technical difficulties joining the meeting, please email [masswatertrust@tre.state.ma.us](mailto:masswatertrust@tre.state.ma.us).

**Please Note:** There will be no physical meeting at the offices of the Massachusetts Clean Water Trust.



***Item #1: Draft Minutes of the Meeting  
Held on August 14, 2024***

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

**Meeting Minutes**

**Meeting Date:** Wednesday, August 14, 2024  
**Time:** 1:30 PM  
**Location:** Remote  
**Notice:** Due public notice given  
**Attendees** Sue Perez, Executive Director, Trust  
Timur Yontar, Director of Finance & Administration, Trust  
Maria Pinaud, Director of Program Development, Trust  
My Tran, Treasurer, Trust  
**Also Present** Nicole Munchbach, Assistant Controller, MCWT  
Sunkarie Konteh, Accountant, MCWT  
Pam Booker, Accountant, Trust  
Nate Keenan, Department Director, Trust  
Joshua Derouen, Program Manager, Trust  
Kailyn Fellmeth, Senior Program Associate, Trust  
Aidan O'Keefe, Program Associate, MCWT  
Esther Omole, Program Associate, MCWT  
Ray LeConte, Program Associate, MCWT  
Kathryn Armour, Data Analyst, Trust  
Jonathan Maple, Senior Policy Analyst, Trust  
Robin McNamara, Deputy Director of Municipal Services,  
MassDEP  
Yvette DePeiza, Drinking Water Program Director, DEP  
Jennifer Pederson, Executive Director, Massachusetts Water  
Works Association  
**Absent** Bridget Munster, Deputy Director of Program Development,  
Trust

SUMMARY OF DISCUSSIONS	
	<b><u>Open the Meeting:</u></b> Ms. Perez opened the meeting after confirming the attendees present.
1.	<b><u>Review and approval of minutes from the 7/17/2024 meeting of the Executive Committee:</u></b> The Committee approved meeting minutes from the 7/17/2024 meeting of the Executive Committee.
2.	<b><u>2025 Intended Use Plans (IUPs) Update:</u></b> Ms. Pinaud provided an overview of the 2025 IUP Project Solicitation which closed on July 26 <sup>th</sup> .  The response rate was consistent with previous years. In total, 188 Project Evaluation Forms (PEFs) were submitted. The PEFs totaled approximately \$3 billion in project costs.

	<p>There were 117 PEFs for Clean Water (CW) projects. There were 75 PEFs for new construction projects totaling \$1.9 billion. There were three PEFs for Sewer Overflow and Stormwater Reuse Municipal Grants projects totaling \$561,000. There were 39 PEFs for CW Asset Management Planning (AMP) projects totaling \$5 million.</p> <p>There were 71 PEFs for Drinking Water (DW) projects. There were 51 PEFs for new construction projects totaling \$1.1 billion. There were 20 PEFs for DW AMP projects totaling \$2.2 million.</p> <p>MassDEP is conducting a review of the PEFs and will develop the Project Priority Lists.</p> <p>MassDEP will provide updated information on 2024 IUP project drops and more specific information on the 2025 PEFs to the Trust so that the capacity for the 2025 IUPs can be calculated in advance of drafting the IUPs.</p> <p>The Executive Committee will discuss capacity in more detail at a future meeting.</p>
<p>3.</p>	<p><b><u>EPA Grant Reporting:</u></b> Ms. Perez stated that updates to EPA guidance impacts reporting on the use of federal funds and audit requirements.</p> <p>The term “equivalency” is used for projects that states select in an amount equal to the grant amounts that must adhere to the federal requirements each federal grant. Historically, the Trust required all projects to adhere to federal requirements. However, this will not continue because EPA has stated they will not provide waivers to Build America Buy America (BABA) Act requirements if the project is not an equivalency project.</p> <p>Additionally, the Compliance Supplement document, which governs the Single Audit, has been updated to reflect that Single Audit requirements only apply to equivalency projects. This will change the Trust’s federal reporting, what communities report as federal funds, and how the information is presented to communities.</p> <p>The Trust and its auditors are now in agreement that expenditures for equivalency projects, the projects entered on the Trust’s Federal Funding Accountability and Transparency Act (FFATA) reports must be reported on the Schedule of Expenditures of Federal Awards on the Single Audit.</p> <p>The expenditures for projects on the FFATA reports will be communicated to communities on the annual notice letters for FY 2024.</p> <p>The Trust is waiting to hear back from the EPA on whether information on Lead Service Line Planning Grants needs to be entered on FFATA reports.</p> <p>The Trust will send MassDEP a list of the loan information entered on FFATA reports prior to the FY 2024 annual notice letters being sent out to communities.</p>

	<p>Due to BABA requirements increasing project costs, additional subsidy may be offered to these communities to offset the costs.</p> <p>There will be ongoing, weekly meetings between the Trust and MassDEP to discuss equivalency project information once the Trust has mapped out a process for apply these requirements.</p>
4.	<p><b><u>Asset Management Planning (AMP) Grant Extension Request:</u></b> Ms. Fellmeth stated that the Town of Arlington recently submitted an extension request for their AMP Grant, CWA-22-51. The Town noted that they experienced delays due to staffing in town departments and a modified scope of work.</p> <p>Mr. Yontar recused himself from the vote. Ms. Perez, Ms. Pinaud, and Ms. Tran voted to give an extension through August 29, 2025 to allow Arlington ample time to complete the scope of work and project closeout documentation.</p>
<p><b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting):</p> <p><b>Cybersecurity Improvement Grant Program Update:</b> Ms. DePeiza stated that MassDEP has been working with the public water suppliers (PWSs) that submitted grant applications by the deadline. MassDEP continues to work with additional PWSs interested in applying for grants prior to the extended application deadline. No additional applications have been received since the Trust's Board of Trustees approved the first round of grants at its July 10<sup>th</sup> meeting.</p> <p>MassDEP is still considering requests to revise amounts to previously awarded grants to above the current maximum grant award. The conversation will continue at a future Executive Committee meeting.</p>	
<p><b><u>Adjourn the Meeting:</u></b> Ms. Perez requested a motion to adjourn the meeting. Ms. Pinaud moved the motion. A roll call was held, and all members approved the motion.</p>	

Minutes Approved:



**Items #2 through #3: *(No Reference Documents)***