

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

**NOTICE AND AGENDA**

<b>Meeting Date:</b>	Wednesday, April 30, 2025
<b>Time:</b>	1:30 PM
<b>Location:</b>	<b>Remote*</b>
<b>Listing of Topics:</b>	Call to Order
	1. Review and approval of minutes from the 4/9/2025 meeting of the Executive Committee 2. <b>LSL Planning Grant Extension Requests:</b> The Trust will present LSL Planning Grant extension requests.
	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, April 30, 2025 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, c.2 of the Acts of 2023, and c.2 of the Acts of 2025.

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 April 9, 2025***

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

**Meeting Minutes**

**Meeting Date:** Wednesday, April 9, 2025  
**Time:** 1:30 PM  
**Location:** Remote  
**Notice:** Due public notice given  
**Attendees** Sue Perez, Executive Director, Trust  
Robin McNamara, Director of Program Development, Trust  
Timur Yontar, Director of Finance & Administration, Trust  
Bridget Munster, Deputy Director of Program Development, Trust  
My Tran, Treasurer, Trust  
**Also Present** Nate Keenan, Department Director, Trust  
Nicole Munchbach, Assistant Controller, Trust  
Sunkarie Konteh, Accountant, Trust  
Pam Booker, Accountant, Trust  
Joshua Derouen, Program Manager, Trust  
Kailyn Fellmeth, Senior Program Associate, Trust  
Aidan O’Keefe, Program Associate, Trust  
Esther Omole, Program Associate, Trust  
Ray LeConte, Program Associate, Trust  
Jonathan Maple, Senior Policy Analyst, Trust  
Michele Higgins, Program Manager, MassDEP  
Kathleen Baskin, Assistant Commissioner, MassDEP  
Michele White, Special Projects Coordinator, Cape Cod Commission

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 2/26/2025 and 3/19/2025 meetings of the Executive Committee:</u></b> The Committee approved meeting minutes from the 2/26/2025 and 3/19/2025 meetings of the Executive Committee.
2.	<b><u>Lead Service Line (LSL) Planning Grant Extension Request:</u></b> Ms. Omole stated that an LSL Planning Grant extension request was received for Hudson DWL-22-66. The community noted that they have faced delays with their project, particularly as they amend the work to meet the Lead and Copper Rule Revision requirements. It was recommended that the community be granted an extension of 60 days beyond their requested extension deadline.  The Executive Committee voted unanimously to give an extension through 1/11/2026 to allow the community ample time to complete the scope of work and project closeout documentation.

3.	<b><u>New Terms and Conditions from EPA:</u></b> Ms. McNamara stated that the EPA has issued new Terms and Conditions, which will apply to federal grants received on or after April 3, 2025. The Trust and MassDEP's general counsels are reviewing the new terms to see how they might affect the grants received from the EPA. Further updates will be provided once the review is complete.
4.	<b><u>Federal Capitalization Grants:</u></b> Ms. Perez stated that there are realloctments available for Federal Capitalization Grants from previous years, including \$2 million from the 2022 LSL Grant, as well realloctments from two smaller Emerging Contaminants Grants and one Drinking Water Base Grant. The Trust will apply for the realloctments by incorporating them into the 2025 grant applications instead of amending previous applications. This will offer a clear separation for which grants must comply with the EPA's new Terms and Conditions.
<b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting):  <b>2025 Intended Use Plans (IUPs) Released</b> Ms. McNamara stated that the 2025 Clean Water and Drinking Water IUPs were published on April 8, 2025. She noted that this IUP cycle presented unique challenges around capacity planning and policy issues and expressed gratitude to the Trust for the collaborative efforts.	
<b><u>Adjourn the Meeting:</u></b> Ms. Perez requested a motion to adjourn the meeting. Ms. McNamara moved the motion. A roll call was held, and all members approved the motion.	

Minutes Approved:



**Item #2: *LSL Planning Grant Extension Requests***

Grantee	Grant Number	Original Grant Expiration Date	Maximum Extension (+10 Months)	Grantee Proposed Closeout Deadline	Extension Recommended (Grantee Proposed Closeout Deadline + 60 Days)
Auburn Water District	DWL-22-55	12/14/2024	10/14/2025	5/1/2025	6/30/2025
Blackstone	DWL-22-17	5/3/2025	3/3/2026	5/30/2025	7/29/2025
Chester	DWL-23-36	5/3/2025	3/3/2026	7/31/2025	9/29/2025
Dalton Fire District	DWL-23-28	5/3/2025	3/3/2026	9/1/2025	10/31/2025
Great Barrington Fire District	DWL-23-75	8/2/2025	6/2/2026	12/31/2025	3/1/2026
Huntington	DWL-23-80	8/2/2025	6/2/2026	12/31/2025	3/1/2026
Littleton	DWL-23-39	5/3/2025	3/3/2026	12/31/2025	3/1/2026
Methuen	DWL-23-22	4/5/2025	2/5/2026	1/30/2026	3/31/2026
Raynham Center Water District	DWL-23-33	5/3/2025	3/3/2026	12/31/2025	3/1/2026
South Deerfield Water Supply District	DWL-23-63	7/12/2025	5/12/2026	12/31/2025	3/1/2026
Swampscott	DWL-23-05	2/8/2025	12/8/2025	6/18/2025	8/17/2025
Webster	DWL-22-57	12/14/2024	10/14/2025	5/1/2025	6/30/2025