

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

**NOTICE AND AGENDA**

<b>Meeting Date:</b>	Wednesday, April 9, 2025
<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 2/26/2025 and 3/19/2025 meetings of the Executive Committee</li><li>2. <b>LSL Planning Grant Extension Requests:</b> The Trust will present LSL Planning Grant extension requests.</li><li>3. <b>New Terms and Conditions from EPA:</b> MassDEP will discuss the new terms and conditions from EPA.</li><li>4. <b>Federal Capitalization Grants:</b> The Trust will discuss updates on the federal capitalization grant reallocations.</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, April 9, 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 Meetings  
Held on February 26, 2025 and March 19, 2025***

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

**Meeting Minutes**

**Meeting Date:** Wednesday, February 26, 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

My Tran, Treasurer, Trust

Bridget Munster, Deputy Director of Program Development, Trust

**Also Present** Nate Keenan, Department Director, Trust

Nicole Munchbach, Assistant Controller, Trust

Sunkarie Konteh, Accountant, Trust

Pam Booker, Accountant, Trust

Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust

Joshua Derouen, Program Manager, Trust

Kailyn Fellmeth, Senior Program Associate, Trust

Aidan O'Keefe, Program Associate, Trust

Ray Leconte, Program Associate, Trust

Esther Omole, Program Associate, Trust

Jonathan Maple, Senior Policy Analyst, Trust

Michele Higgins, Program Manager, MassDEP

Jennifer Pederson, Executive Director, Massachusetts Water Works Association

**SUMMARY OF DISCUSSIONS**

	<b><u>Open the Meeting:</u></b> Ms. Perez opened the meeting after confirming the attendees were present.
1.	<b><u>Review and approval of minutes from the 12/11/2024 and 1/2/2025 meetings of the Executive Committee:</u></b> The Committee approved meeting minutes from the 12/11/2024 and 1/2/2025 meetings of the Executive Committee. Mr. Yontar was not present for the vote.
2.	<b><u>Agenda Topics for the March Board Meeting:</u></b> Ms. Perez stated that at the March Board of Trustees meeting, there will be a presentation on federal grants, including those awarded, funded, and spent, as well as an update on the federal Lead Service Line (LSL) grant. The Fiscal Year 2024 Budget to Actual will also be presented. Ms. McNamara will deliver an update on the 2025 Intended Use Plans (IUPs). The vote on the transfer of Asset Management Planning Grant funds will be delayed until the 2025 IUPs have been finalized by MassDEP.
3.	<b><u>Federal Capitalization Grants:</u></b> Mr. Keenan stated that the Trust applied for the 2024 LSL grant in early December. It typically takes about a month to process, although EPA has up to 45 days to review and respond. Due the federal funding freeze, the grant was not processed and now, all grants must be reviewed for compliance with recent Executive Orders. The Trust has been in regular communication with EPA to ensure that the grant funds are disbursed as quickly as possible.  Ms. Perez added that EPA informed the Trust of 2023 LSL grant reallocations. Typically, reallocations are requested in the next grant application, so the Trust is awaiting EPA guidance on whether the 2024 LSL grant should be amended.

4. **2025 IUPs Update:** Ms. McNamara stated that the 2025 IUPs were released on 1/30/2025, which marked the beginning of the 30-day public comment period. To date, MassDEP has received approximately 90 comments from communities, which is well above the average of 20-30 comments received in previous years. Most of the comments have stated concerns over the applicant cap and carryover projects. However, the applicant cap has been in place for several years and the draft IUPs accurately state the procedures for carryover projects moving forward.

The public hearing will take place on 3/3/2025, which will conclude the public comment period. Both written comments and oral testimony will be considered before the final IUPs are released, which is slated for the end of March.

**Other Business** (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting): None.

**Adjourn the Meeting:** 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:

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

**Meeting Minutes**

**Meeting Date:** Wednesday, March 19, 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  
My Tran, Treasurer, Trust  
Bridget Munster, Deputy Director of Program Development, Trust

**Also Present** Nate Keenan, Department Director, Trust  
Nicole Munchbach, Assistant Controller, Trust  
Pam Booker, Accountant, Trust  
Joshua Derouen, Program Manager, Trust  
Kailyn Fellmeth, Senior Program Associate, Trust  
Jonathan Maple, Senior Policy Analyst, Trust  
Aidan O’Keefe, Program Associate, Trust  
Ray Leconte, Program Associate, Trust  
Esther Omole, Program Associate, Trust  
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust  
Michele Higgins, Program Manager, MassDEP  
Brian Ferrarese, Chief of Staff, MassDEP  
Jennifer Pederson, Executive Director, Massachusetts Water Works Association

**SUMMARY OF DISCUSSIONS**

**Open the Meeting:** Ms. Perez opened the meeting after confirming the attendees were present.

- 1. Lead Service Line (LSL) Planning Grant Extension Requests:** Ms. Fellmeth stated that LSL Grant extension requests were received for Agawam DWL-22-18, Medway DWL-22-64, and Yarmouth DWL-22-62. The communities have all noted that they have faced various delays to their projects, particularly as they amend their work to meet the Lead and Copper Rule Revisions. It was recommended that the communities be granted an extension of 60 days beyond their requested extension deadlines.

The Executive Committee voted unanimously to give deadline extensions through 8/1/2025, 5/31/2025, and 5/31/2025 respectively, to allow the communities ample time to complete the scope of work and project closeout documentation.

**Other Business** (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting): None.

**Adjourn the Meeting:** Ms. Perez requested a motion to adjourn the meeting. Mr. Yontar moved the motion. A roll call was held, and all members approved the motion.

Minutes Approved:



**Items #2-4: *(No Reference Documents)***