

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

**NOTICE AND AGENDA**

<b>Meeting Date:</b>	Wednesday, June 18, 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 5/15/2025 and 5/21/2025 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>Pine Valley Plantation Cooperative Corporation:</b> The Trust will present the executed Term Sheet for review for the private borrower's 2024 IUP project.</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, June 18, 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.



MASSACHUSETTS  
CLEAN WATER TRUST

***Item #1: Draft Minutes of the Meetings  
Held on May 15, 2025 and May 21, 2025***

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

**Meeting Minutes**

**Meeting Date:** Thursday, May 15, 2025

**Time:** 2:00 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  
Rachel Stanton, Investor Relations and Communications Graphic Designer, 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  
Gregory Devine, Section Chief, MassDEP

**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 4/30/2025 meeting of the Executive Committee:</u></b> The Committee approved meeting minutes from the 4/30/2025 meeting of the Executive Committee.
2.	<b><u>Lead Service Line (LSL) Planning Grant Extension Requests:</u></b> Ms. Omole stated that LSL Planning Grant extension requests were received from three communities, as outlined in the Executive Materials. The communities all noted that they have faced various delays to their projects, particularly as they amend their work to meet the Lead and Copper Rule Revision requirements. It was recommended that the communities be granted an extension of 60 days beyond the respective extension deadlines requested.  The Executive Committee voted unanimously to grant the recommended deadline extensions to allow the communities ample time to complete the scope of work and project closeout documentation.
3.	<b><u>Private Borrower Policy Update:</u></b> Mr. Maple presented a proposed update to the Trust’s Private Borrower Policy. The policy, originally adopted on August 31, 2011, governs Drinking Water State Revolving Fund (DWSRF) loans to private entities that qualify as Public Water Suppliers.

	<p>The purpose of the policy is to ensure that loans to private borrowers are secured assets to guarantee repayment, with security requirements comparable to those for governmental borrowers. The policy update focuses on clarifying borrower requirements, streamlining the review process, enhancing the credit risk assessment of private entities, and aligning the Trust's practices more closely with those of commercial lenders.</p> <p>The updated policy states that all private entities must provide a perfected first lien security interest in all gross revenues and receivables and sign a Deposit Account Control Agreement/Lockbox Agreement, in addition to providing one other security. This approach introduces clearer and stronger security requirements, a more defined and transparent credit risk analysis, and a streamlined review and approval process with clearly outlined roles. The policy ensures that private entities can access the DWSRF program while the Trust adheres to best practices for securing and managing loans.</p> <p>Ms. Perez clarified that private borrowers do not circumvent the standard SRF procedures through this policy. They must apply during the annual SRF solicitation and have their project ranked on the Intended Use Plan to be funded.</p> <p>Ms. McNamara expressed her support for the update and the Trust's efforts to safeguard its investments while improving accessibility for communities.</p>
4.	<p><b><u>Pine Valley Plantation Cooperative Corporation:</u></b> Mr. Maple presented on the Pine Valley Plantation Cooperative Corporation (Pine Valley), a private mobile home community located in Belchertown. The private mobile home community is seeking to rebuild their water distribution system, which serves over 500 residents aged 55 and older. The project was listed on the 2024 IUP for \$6,014,514 and involves installing 19,500 feet of new water main and 398 service connections.</p> <p>Although the credit risk analysis has categorized Pine Valley as a high-risk borrower, the community has proactively saved a \$665,000 reserve for the project. Further, Pine Valley has indicated their willingness and capacity to increase their maintenance fees by approximately 13.2% to cover debt service.</p> <p>Management recommended that the Trust offer Pine Valley a zero percent interest rate loan due to the public health benefits of the project. It was also recommended that the community be required to approve a rate schedule for the drinking water infrastructure portion of the maintenance fee that is adequate to cover at least 110% of the annual debt service for the duration of the loan. A debt service reserve fund equal to two times the Maximum Annual Debt Service to be held by the Trust for the term of the loan will also be required.</p> <p>The Executive Committee voted unanimously to move forward with management's recommendations for the project.</p> <p>Mr. Maple outlined additional outstanding private borrower loans, including two DWSRF loans to the Aquarion Water Company of Massachusetts. The company was recently sold to the</p>

	<p>Aquarion Water Authority, a Connecticut quasi-public entity. The Trust is working with Aquarion to understand the impact of this sale.</p> <p>Ms. Perez stated that the Trust’s legal team is standing by to review information pertaining to the policy. Procedures for implementing will be developed, and additional updates will be provided following discussions with Pine Valley and Aquarion Water Company.</p>
<b>Other Business:</b> None.	
<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:

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

**Meeting Minutes**

**Meeting Date:** Wednesday, May 21, 2025  
**Time:** 3:30 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  
**Also Present** Nate Keenan, Department Director, Trust  
Nicole Munchbach, Assistant Controller, Trust  
Sunkarie Konteh, 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  
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust  
Lealdon Langley, Division of Watershed Management Director, MassDEP  
Yvette DePeiza, Drinking Water Program Director, MassDEP  
Janine Bishop, Regional Planner, MassDEP  
Michael Celona, Drinking Water Specialist, MassDEP  
Greg Devine, Section Chief, MassDEP  
Abigail Jacobs, Environmental Analyst, MassDEP  
Gufran Bulbul, Environmental Analyst, MassDEP  
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.
<b>1.</b>	<b><u>Discussion on MassDEP Proposed Projects:</u></b> Mr. Langley provided a presentation with updates on PFAS data collection and management. In 2019, MassDEP began collecting data on PFAS concentrations in residuals, or sludge. Quarterly data is now required when National Pollutant Discharge Elimination System (NPDES) permits are issued. Data is uploaded to the eDEP portal, a platform used by external entities to submit environmental data to MassDEP. Once submitted, the data is entered into the PFAS NPDES Quality Assurance (PNQA) system, where it undergoes quality assurance and analysis by MassDEP staff. After review, the verified data is uploaded to a public portal, ensuring transparency and public access.

	<p>The Trust previously allocated \$164,000 to assist with planned information technology work. Enhancements have been made to eDEP, PNQA, and the public portal to improve usability. The funding has also helped fund a continuously updated groundwater facilities list, which now contains more than 400 entities.</p> <p>MassDEP is looking to expand data collection and management capabilities to include collecting data from groundwater discharge facilities such as wastewater treatment plants, strip malls, and schools. This would help preemptively address requirements stemming from the PFAS Omnibus Bill that is active in the state legislature. MassDEP requested an additional \$40,000 in funding to secure a project contractor who will help address potential future requirements and make minor enhancements to the data collection and management system.</p>
2.	<p><b><u>PFAS Grant Program Proposal:</u></b> Ms. Bishop provided an overview of the PFAS Grant Program, which aims to support small and disadvantaged public water suppliers (PWSs) in developing engineering and design plans for PFAS mitigation projects. An additional \$500,000 in funding to allow grants of up to \$75,000 per community was requested.</p> <p>There are approximately 1,500 small and disadvantaged PWSs in Massachusetts. Many small and disadvantaged PWSs throughout the state have detected PFAS at levels that exceed both federal and state standards, but do not have the financial means or technical abilities to complete design work to address PFAS contamination, a necessary precursor to apply for grants, loans, or financial assistance to remediate the issue. MassDEP is hopeful that the PFAS Grant Program will help small communities submit competitive applications to the Emerging Contaminants in Small or Disadvantaged Communities Grant.</p> <p>MassDEP is planning outreach efforts to inform eligible systems and consulting firms of the program. A request for quotes was issued and two engineering firms were selected to provide services to communities. A kickoff meeting is planned within the next few weeks, after which a grant application will be developed and rolled out.</p>
3.	<p><b><u>Cybersecurity Grant Program Update:</u></b> Mr. Bulbul provided an update on the Cybersecurity Grant Program, noting that a total of 32 applications have been received to date. Of these, 25 have been approved, while six were incomplete due to missing documentation, which applicants are in the process of submitting. There is \$2,000,000 allotted to the program and approximately 45% of grant funds have been committed. Applications will continue to be accepted and reviewed on a first-come-first-serve basis. The grant application portal will remain open until all funds are exhausted. MassDEP is providing webinars to communities to make them aware of cybersecurity risks and will continue to advertise the program during webinars.</p> <p>Mr. Keenan inquired about the feedback on the program from grantees, to which Mr. Bulbul replied that most of the applicants, particularly small systems, are happy with the program and that the feedback has been very positive so far.</p>

4.	<p><b>Clean Water State Revolving Fund (CWSRF) Small System Technical Assistance Program</b></p> <p><b>Discussion:</b> Ms. McNamara provided an update on MassDEP’s CWSRF Small System Technical Assistance program, which aims to provide a gateway for small, rural, or tribal communities with publicly owned treatment works to participate in the CWSRF program, using Bipartisan Infrastructure Law (BIL) set-aside funding.</p> <p>In 2023, MassDEP began a series of outreach to 65 eligible communities. Responses were received from 10 communities. Of those, two engaged in services. To date, only about \$20,000 of the \$500,000 in program funds have been spent. MassDEP attributes the lack of interest in the program to an overlap in services provided by a similar EPA grant program, as well as a shortage of eligible communities in the state. The current procurement contract for the program expires in March of 2026.</p> <p>Ms. Perez asked if there was any flexibility for how the set-aside may be spent and whether other states have experienced similar issues, to which Ms. McNamara responded that the set-aside can only be used for small, rural, or tribal communities with publicly owned treatment and that she is not aware of similar issues in other states.</p> <p>Mr. Yontar asked if the set-aside was at risk of being clawed back, to which Ms. Perez stated that this risk is low as it makes up part of the larger BIL grant the Trust receives. The grant application will need to be amended if it is decided that the funds will be used for a different program.</p>
	<p><b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting):</p> <p><b>Lead Service Line (LSL) Planning Grant Extension Request:</b> Ms. Omole stated that an LSL Planning Grant extension request was received for Gardner DWL-23-72. 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.</p> <p>The Executive Committee voted unanimously to give an extension through 7/11/2026 to allow the community ample time to complete the scope of work and project closeout documentation.</p>
	<p><b>Adjourn the Meeting:</b> 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.</p>

Minutes Approved:





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

## 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)
Everett	DWL-23-46	6/7/2025	4/7/2026	9/30/2025	11/29/2025
Newburyport	DWL-23-86	9/6/2025	7/6/2026	12/31/2025	3/1/2026
North Raynham Water District	DWL-23-93	9/6/2025	7/6/2026	7/6/2026	9/4/2026
Westfield	DWL-23-12	7/12/2025	5/12/2026	12/1/2025	1/30/2026



**Item #3: *(No Reference Documents)***