

NOTICE OF MEETING MASSACHUSETTS CLEAN WATER TRUST EXECUTIVE COMMITTEE

In accordance with Massachusetts General Laws Chapter 30A, §§18-25, and Chapter 2 of the Acts of 2025, notice is hereby given of a meeting of the Massachusetts Clean Water Trust Executive Committee to be held remotely at the following time:

**July 15, 2026
1:30 PM ET**

This meeting is open to the public. To access, please contact the Executive Committee at masswatertrust@tre.state.ma.us and you will be provided with a meeting link. If you do not have access to email, please call 617-367-9333 x 580 to request the meeting's conference call dial-in number.

The Massachusetts Open Meeting Law requires anyone wishing to record a meeting to first notify the Chair so that the Chair can inform other attendees, so when contacting the Massachusetts Clean Water Trust Executive Committee please indicate if you intend to record the meeting.

MEETING AGENDA

Listing of Topics:	Call to Order	
	1. Review and approval of minutes from the 5/27/2026 meeting of the Executive Committee	Voting Item
	2. Cybersecurity Grant Program Update: MassDEP will provide an update on the Cybersecurity Grant program.	
	3. Lead Service Line Replacement (LSLR) Outreach Update: MassDEP will provide an update on LSLR outreach efforts.	
	4. 2027 Intended Use Plan (IUP) Project Solicitation Update: MassDEP will provide an update on the 2027 IUP project solicitation period.	
	5. State Revolving Fund (SRF) Water Funding Roundtable Event: MassDEP will provide an overview of EPA's SRF Water Funding Roundtable event.	
	6. Lead Service Line (LSL) Planning Grant Extension Requests: The Trust will present LSL Planning Grant extension requests.	Voting Item
	7. Borrower Survey Presentation: The Trust will provide an overview of responses from borrower surveys.	
	Other Business <i>(Items not reasonably anticipated by the Chair 48 hours in advance of the meeting)</i>	



Item #1: *Draft Minutes of the Meetings*
Held on May 27, 2026

MASSACHUSETTS CLEAN WATER TRUST EXECUTIVE COMMITTEE

In accordance with Massachusetts General Laws Chapter 30A, §§18-25, and Chapter 2 of the Acts of 2025, notice is hereby given of a meeting of the Massachusetts Clean Water Trust Executive Committee to be held remotely at the following time:

**May 27, 2026
1:30 PM ET**

This meeting is open to the public. To access, please contact the Executive Committee at masswatertrust@tre.state.ma.us and you will be provided with a meeting link. If you do not have access to email, please call 617-367-9333 x 580 to request the meeting's conference call dial-in number.

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Minutes

Attendees Sue Perez, Executive Director, Trust
Kaitlyn Connors, 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
William Kalivas, Treasury Specialist and Database Manager, Trust
Nicole Munchbach, Assistant Controller, Trust
Iden Abdulrahman, Accountant, Trust
Jonathan Maple, Senior Policy Analyst, Trust
Josh 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
Gregory Devine, Section Chief, MassDEP
Jennifer Pederson, Executive Director, Massachusetts Water Works Association

	<u>Open the Meeting:</u> Ms. Perez opened the meeting after confirming the attendees present.
1.	<u>Review and approval of minutes from the 5/13/2026 meeting of the Executive Committee:</u> The Committee approved minutes from the 5/13/2026 meeting of the Executive Committee.

2.	Pine Valley Planation Cooperative Corporation: Ms. Perez provided an update on the Pine Valley Plantation Cooperative Corporation (PVPCC) project, which is a loan from the 2024 Drinking Water Intended Use Plan. PVPCC is a 55+ private mobile home community in Belchertown that acts as a small public water supplier for 500 to 800 residents. The community's original drinking water system is failing and is plagued by water main breaks, contamination risks, and inadequate pressure. To resolve this, the project will completely replace the distribution system, including 19,500 feet of new water main and 398 service connections. The Board previously approved a \$4.8 million loan for the project at its December 2025 meeting, which included \$821,000 in principal forgiveness. Ms. Perez stated that PVPCC received authorization to proceed, and construction is currently underway. However, a delay occurred during the finalization of legal agreements when the title insurance company informed PVPCC that to support the mortgage, they require a full property survey, which has an 8-10 week turnaround time. The survey is expected to be completed by the end of June 2026, which hinders the loan issuance until July. Over \$800,000 in invoices have already been presented to MassDEP for approval but cannot be disbursed until the loan is finalized. Ms. Perez outlined three potential solutions to this situation that the Trust has discussed with its counsel. Firstly, PVPCC could limit expenditures through July. This approach would delay construction and potentially result in contractor cost escalations. Secondly, PVPCC could obtain a \$600,000 private bridge loan from a local bank. This second option poses challenges because the bank requires four weeks for due diligence and has not yet provided details regarding interest rates or necessary security. The third and final option is for the Trust to provide a bridge loan, which would permit an initial \$800,000 to be requisitioned to pay approved invoices through the end of July, with an outstanding maturity date targeted for September. Ms. Perez noted that if the third option is pursued, the Trust's financial exposure would be sufficiently secured by a gross revenue pledge and the mortgage on the property. PVPCC has a current assessed value of approximately \$6.5 million, which outweighs the capped \$800,000 loan amount. The Trust's legal counsel does not expect the pending survey to reveal any material defects, though if it does, the land value ensures the Trust is protected. Additionally, PVPCC has over \$400,000 in cash on hand originally earmarked for a debt service reserve fund, giving them roughly \$1.2 million in total available liquidity for the July construction period. The Executive Committee voted unanimously to recommend the \$800,000 bridge loan for PVPCC to the Board of Trustees.
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3.	<u>Annual Intended Use Plan (IUP) Borrower Presentation:</u> Ms. Fellmeth reported on the Trust's May 21, 2026 delivery of the 2026 IUP Borrower Presentation, which covered background information on the Trust, MassDEP, and the State Revolving Fund process. She noted that the meeting had 48 attendees. While this turnout is lower than in recent years, it aligns with the smaller number of projects advancing on the IUPs. Ms. Fellmeth noted there were very few questions. The Program Team sent a follow-up email containing a link to the presentation. In the email, communities were encouraged to reach out with any questions concerning the IUPs, financing, and deadlines.
4.	<u>Lead Service Line (LSL) Planning Grant Extension Request:</u> Ms. Omole stated that an LSL Planning Grant extension request was received from Lincoln DWL-23-40, as outlined in the Executive Materials. Lincoln noted the need for additional time to complete activities associated with the Statistical and Predictive Modeling Guidance for Evaluating Unknown Services Lines to finalize the service line inventory. It was recommended that Lincoln be granted an extension of 60 days beyond their requested extension deadline. The Executive Committee voted unanimously to grant the recommended deadline extension to allow Lincoln ample time to complete the scope of work and project closeout documentation.
	<u>Other Business:</u> None.
	<u>Adjourn the Meeting:</u> Ms. Perez requested a motion to adjourn the meeting. Ms. Connors moved the motion. A roll call was held, and all members approved the motion.

Minutes Approved:



Item #2: Cybersecurity Grant Program Update



Cybersecurity Improvement Grant Update

Program Update | Statewide Progress on Applications, Funding, and Sanitary Surveys



15 July 2026

| Drinking Water Program

Program Snapshot

Where the Cybersecurity Grant Improvement Program stands today



47

Total Applications Received

One application per participating water system



38

Water Systems Participating



21

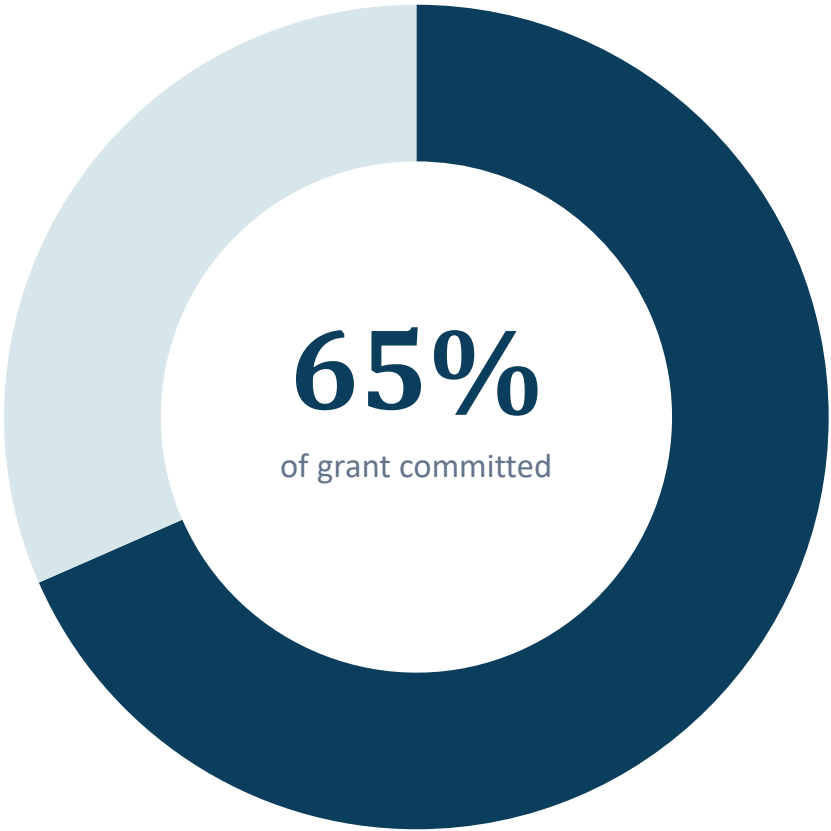
Projects completed and reviewed by
MassDEP DWP



More applications expected: Interest continues to grow statewide, and a further increase in applications is anticipated as sanitary surveys begin — many PWSs are prompted to apply once their survey is scheduled.

Grant Funding Utilization

\$2 Million total grant



\$2.0M

Total Grant

\$1.3M

Committed to Date (~65%)

\$0.7M

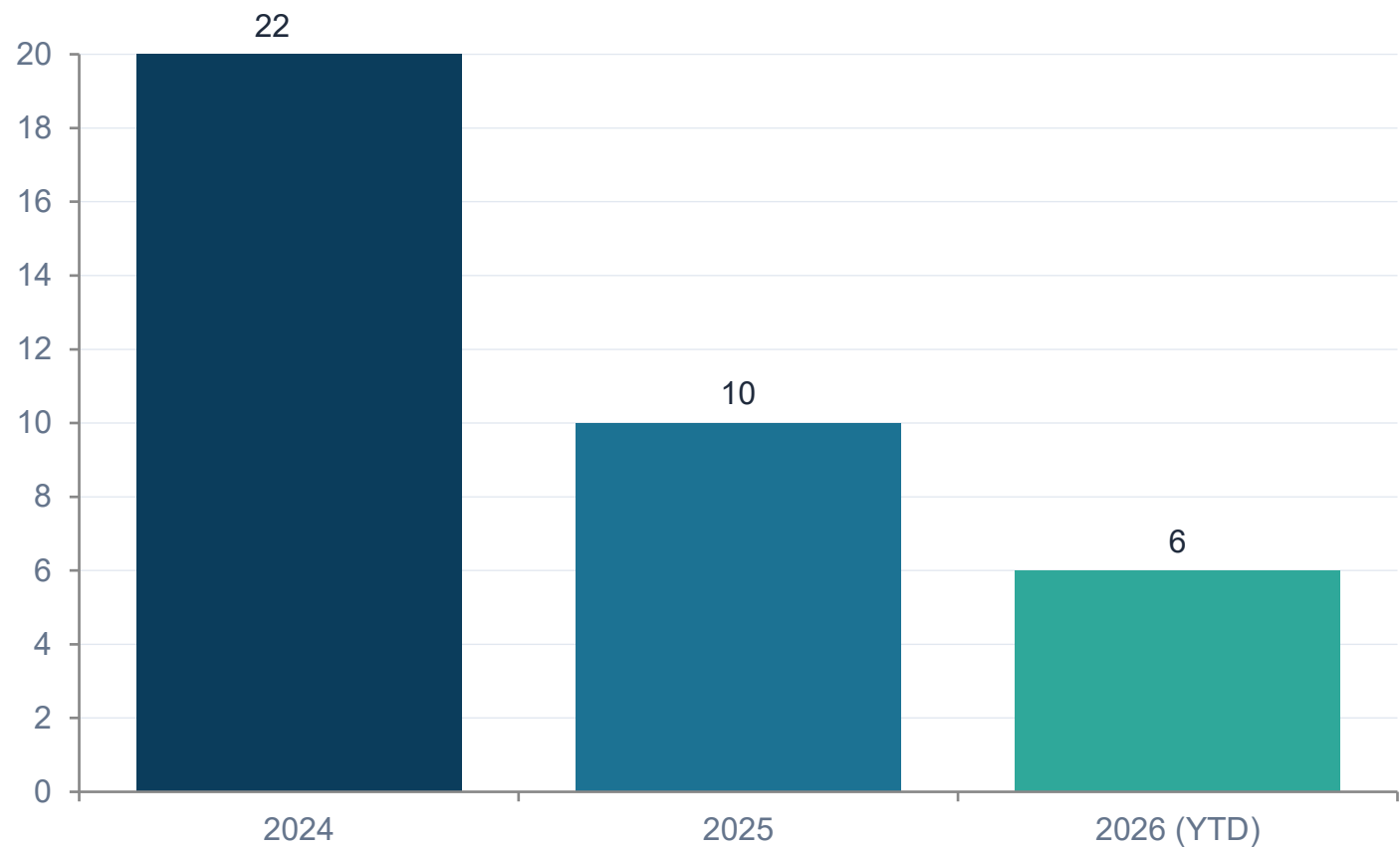
Remaining Available (~35%)

Committed funds cover awarded projects and grant agreements in progress; remaining funds are available as additional applications are approved.



Applications Received by Year

Steady growth since program launch in 2024, with more applications expected



Sanitary Surveys Underway

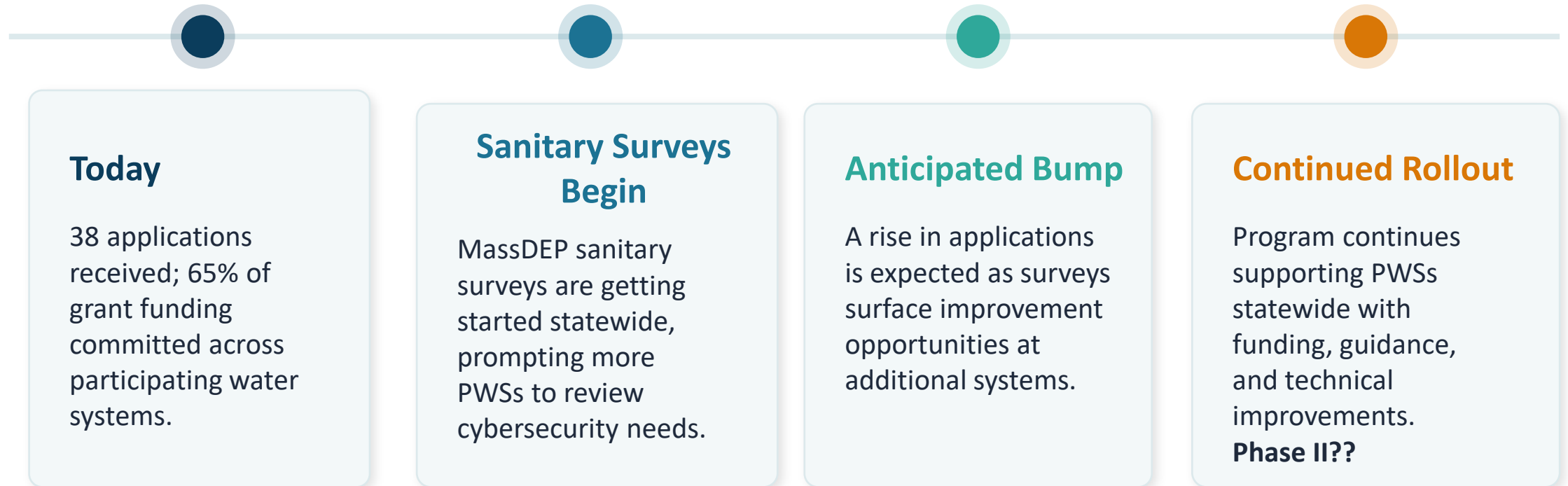
As MassDEP sanitary surveys get underway statewide, we expect a bump in new applications, since surveys often prompt PWSs to pursue cybersecurity improvements.

21 PWS already completed the Grant project. MassDEPDWP reviewed the projects and PCC.



What's Next

Sanitary surveys are starting — expect application volume to rise



Feedback from the Field

Participating water systems continue to report strong, positive results



This grant is a great opportunity to support cybersecurity issues for water systems, and the DEP staff have been wonderful to work with. The only feedback is to advocate for (1) additional funding, as \$50k can only cover so much work, and (2) consider similar grants for wastewater cybersecurity efforts



Great program, and process was easy. Because of the grant initial deadline we apply for just 37K, is there a chance we can get 13K more. Our PWS is eligible for 50K.



We were able to update our end-of-life hardware and software. Process was easy and we were able to utilize the full amount.



The consistent theme: the program is helping public water systems (PWSs) close real cybersecurity gaps, with support that is well timed to statewide sanitary survey activity.



Item #3: Lead Service Line Replacement (*LSLR*)
Outreach Update

Lead Service Line Replacement Funding Efforts

MassDEP Update

Clean Water Trust Executive Committee Meeting

7.15.2026

Current LSLR Funding Opportunities

- SRF 0% Interest LSLR Planning and Construction Loans
- Small Systems Lead Service Line Replacement Plan (LSLRP) Implementation Technical Assistance Program
- **New Effort!** - Federal Funds and Infrastructure Office (FFIO) Municipal and Tribal Technical Assistance (MTTA) Grant Program

SRF LSLR Planning and Construction Loans Status

- One application received from a high-priority community
- Outreach efforts
 - Hosted two webinars (2/26, 4/30), >200 attendees
 - Conducted direct outreach to top 75 high priority communities
 - Follow-up direct outreach to 10 high priority communities that indicated intent to apply in webinar evaluation
 - Articles in biweekly DWP newsletter
 - Information sharing at >5 in-person conferences / meetings
 - Collaboration with MWRA, FFIO
 - Information included in FFIO MTTA webinars
 - In addition, MWWA has shared info in their newsletter

Small Systems LSLRP Implementation TA Program Status

- Four participants
- Consultant is reviewing records and holding kickoff meetings
- Outreach efforts
 - Direct outreach to 36 eligible communities
 - Information included in LSLR funding webinars
 - Articles in biweekly newsletter
 - Information sharing at in-person conferences / meetings

FFIO MTTA Grant Program Status

- Providing up to \$50,000 upfront grant funds for unknown service line identification (potholing)
- Projects must be seeking or receiving federal funds – connection to SRF
- Two applications to date
- Outreach efforts
 - Direct outreach to 33 select communities
 - Hosted two informational webinars for select communities
 - Articles in biweekly newsletter

Planned Activities to Improve Participation

- Outreach to elected officials/town managers with information on current LSLR funding opportunities, highlight time-limited nature of federal funds
- Expand LSLRP Implementation TA Program to additional communities
- Expand outreach for FFIO MTTA program to all communities with LSL needs
- Discuss with Safe Drinking Water Act Advisory Committee to identify and address barriers to participation (SRF loans)



Item #4-5: *(No Reference Documents)*



Item #6: *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)
Leicester Water Supply District	DWL-23-85	11/6/2026	9/6/2027	5/6/2027	7/5/2027
Turners Falls Fire District	DWL-23-45	7/10/2026	5/10/2027	11/10/2026	1/8/2027
Winthrop	DWL-24-25	8/7/2026	6/7/2027	9/30/2026	11/27/2026



Item #7: *Borrower Surveys Overview*

The Massachusetts Clean Water Trust

Borrower Surveys Recap

Background

- Borrower surveys were launched in the fall of 2024 to gain a better understanding of how the Trust and MassDEP can improve processes and communications
- Electronic forms are sent to community contacts to request feedback on their experience at various stages of the SRF process
- Questions are optional to encourage open and honest feedback
- Surveys have no impact on future loan/grant eligibility



Surveys by Phase

Surveys are split into **three** phases:

PHASE 1: Application

Sent to loan/grant applicants at the conclusion of the Annual Open Solicitation, once per year



PHASE 2: Loan/Grant Process

Sent to borrowers/grantees after all necessary documents have been received, once per quarter



PHASE 3: Loan Repayment

Sent to borrowers following the closing of each Trust bond deal, approximately once per year



Survey Sections

Each survey has **three** sections:

- **Introduction:** Questions about the respondents' role, the community's population size, and types of projects funded through the SRF
- **Content:** Phase-specific questions about the community's experience with the SRFs
- **Conclusion:** Questions about whether this is the community's first time working with the SRF program, whether they intend to work with the SRFs again in the future, recommendations for changes, and optional contact information should we choose to get in touch about their responses

Responses

Since July of 2025, surveys have been sent to 913 contacts, consisting of:

- Treasurers
- Town Administrators
- Mayors
- DPW contacts

Phase	Number of Contacts	Number of Responses	Response Rate
Phase 1	319	37	12%
Phase 2	366	53	14%
Phase 3	228	30	13%
Total	913	120	13%

Introduction Overview

Responses by Position

46% Municipal or Utility Finance Officials

45% Municipal or Utility Public Works Officials

9% Other

Responses by Population Served

2% 25-500 people

8% 501-3,300 people

19% 3,301-10,000 people

64% 10,001-100,000 people

7% 100,000+ people

Responses by Projects Funded through SRFs

15% Planning

54% Construction

17% Asset Management Planning

13% Lead Service Line Planning

Note: Percentages rounded to the nearest whole number.

Content Overview

89% of respondents **agree** or **strongly agree** that loan/grant application process was user-friendly.

Respondents noted that some challenges with the application process include:

- Application process was cumbersome/confusing
- Deadlines were too rigid
- Unclear information about project financing
- Had to hire a consultant because it was complicated

Content Overview

87% of respondents **agree** or **strongly agree** that loan/grant process was user-friendly.

Respondents noted that some challenges with the loan/grant process include:

- Completing the loan/grant questionnaire was cumbersome
- Unclear information about construction or planning SRF requirements
- Difficulty in determining next step of SRF process
 - “Process geared to consultants and not town”
 - “Correspondence sent was not always sent to the same people which made it hard for me as project manager to track down loan funding steps as those emails were sent directly to the Treasurer/Mayor without including staff actually managing the project”
- Signing the loan/grant agreement and PRA via DocuSign was confusing
- Obtaining a Green Light Letter or Interim Loan Note was cumbersome
- Unclear information about project financing
 - “Change in bond issuance midway through project resulting in earlier than expect first payment”

Content Overview

97% of respondents **agree** or **strongly agree** that requesting and receiving loan disbursements was user-friendly.

Respondents noted that some challenges encountered through the process of requesting and receiving loan disbursements include:

- Completing the Payment Requisition Form was cumbersome
- Long turnaround between requesting and receiving loan/grant disbursements
- Uncertainty around when disbursements would be received

Content Overview

93% of respondents **agree** or **strongly agree** that the permanent financing process was user-friendly.

Respondents noted that some challenges communities encountered through the permanent financing process include:

- Completing the Verification Form for each loan was cumbersome
- Uncertainty around when a loan would be permanently financed
 - “We worked around the differences for bonding with CWT however the decision to move our bond issuance up by two years created significant challenges for the community. Plans in place to prepare for the first payment in a fiscally prudent manner were no longer available and we had to pivot to a less than ideal alternate plan.”

Conclusion Overview

97% of respondents who have interacted with **Trust staff** reported that it was **helpful** for understanding the financing process. Respondents noted that Trust staff are responsive, patient, and eager to help.



QUOTES

“The Trust was/is incredibly helpful in the coordination of finance planning for large projects expanding over two fiscal years.”

“I had many questions due to the fact it has been a long time since the City has applied for SRF funding. Ray was patient and explained everything and helped me correct any errors.”

“The interactions that I have had were always prompt, professional and courteous.”

“I felt that the staff was very helpful in explaining the process and very responsive along the way when there were questions.”

“Working with the Trust is always easy and the flow of information is very good.”

Conclusion Overview

98% of respondents who have interacted with **MassDEP staff** reported that it was **helpful** for understanding the construction or planning project processes. Respondents noted that MassDEP staff are knowledgeable, prompt, and helpful.



QUOTES

“MassDEP staff are always helpful and are able to get you the answers that you need.”

“All of our interactions with MassDEP staff have been very good, everyone has been extremely helpful and wonderful to work with!”

“Appreciate every one that has assisted with this project, in particular Hui Liang.”

“Questions were promptly answered and clarified.”

“They were friendly and helped with anything the city needed help with.”

Conclusion Overview

Is this the community's **first time** working with the SRF?

11%
Yes

74%
No

15%
Unsure

95% of respondents noted that they are **likely or extremely likely** to work with the SRFs again in the future.



QUOTES

- *“The program and grant that was funded for the construction for our PFAS treatment plant saved 10 if not 100 of thousands of dollars to Town water rate payers.”*
- *“Thank you for assisting our community in meeting the unfunded mandate from EPA and with the zero percent financing saved the town millions of dollars.”*
- *“Without these types of loan/grants communities would have to push off or delay projects.”*
- *“SRF is critically important to small rural, underfunded Depts. Without the Grant stream, we could not sustain operations.”*

Community Feedback

Communications

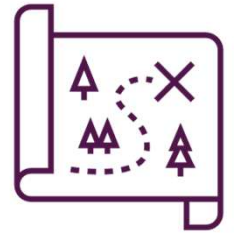
- *“It'd be helpful to see a flow chart or graphic that illustrates the process from award through reimbursement.”*
- *“Because this our first experience with the SRF process more explanation of what is required of us at each step would have been helpful. Assume we are unfamiliar with the process.”*
- *“A more regular dialogue with communities that frequently use the SRF should be development to better anticipate challenges.”*
- *“Clearer directions would have been helpful. I was sometimes directed to a PowerPoint which was not relevant. But eventually I was able to get the answers needed.”*
- *“The process is slow and cumbersome. At this point I still don't know if I am all the way through the process.”*
- *“Communications were largely great other than the periods during holidays and fiscal year turnover.”*

Simplification/Explanation of Forms

- *“There was one situation where I felt communication could have been clearer related to completion of the questionnaire.”*
- *“Simplifying questionnaires where/if possible”*

Response: Implementation of Communications Plan

- The Trust will implement a communications plan, enhancing information sent to borrowers at key stages of the SRF process
 - Structured around scheduled correspondence detailing action items and what to expect next
 - Communications will be sent to all key community contacts (Town Administrator, Mayor, or equivalent; Treasurer; and DPW official) at specified intervals from the application stage to repayment
 - Outlines expected timeline and key deadlines
- Expanded resources to assist communities through our process
 - Includes infographics for each stage to guide communities through the process
 - Provides an FAQ, checklists, and guides on how to complete forms
 - **Feedback requested:** Are there ideas for additional resources, such as videos, to assist with key deliverables like the loan questionnaire and disbursement request packages?
- Set to be implemented soon; the Trust will continue to gather feedback on additional areas for improvement



Community Feedback

Disbursement Turnaround

- *“In some instances, I have had difficulty getting responses from SRF staff regarding reimbursements.”*
- *“The process for reimbursement of payments was long. We had to take out short-term financing to cover the amounts.”*
- *“Was told that payments eligible for reimbursement should be submitted through a portal set up by SRF. Have not been contacted yet.”*

Response: Clarifying Areas of Concern on Payment Requisitions and Transition to Submissions via Portal

- Limited staff processing monthly payment requisitions for approximately 250 active construction projects
 - Payment requisitions that are submitted with incomplete information or errors require additional staff resources and slows the process for all, even those who have submitted payment requisitions without error
 - Program requirements are driven by state and federal laws; EPA audits the SRF Program annually and compliance is critical
- The Trust and MassDEP are exploring ways to identify areas of common concern in outreach materials, including those sent to communities at the construction and disbursement phase
- MassDEP is launching a portal for payment requisition submissions
 - Checks and balances are built into the system, which will streamline the review process



Questions?

Massachusetts Clean Water Trust

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