

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:

**August 12, 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 7/15/2026 meeting of the Executive Committee	Voting Item
	2. Lead Service Line (LSL) Planning Grant Extension Request: The Trust will present an LSL Planning Grant extension request.	Voting Item
	3. 2027 Intended Use Plans (IUPs) Solicitation Update: MassDEP will provide an update on the 2027 IUP project solicitation period.	
	4. State Revolving Fund (SRF) Water Funding Roundtable Event: MassDEP will provide an overview of EPA's SRF Water Funding Roundtable event.	
	Other Business (<i>Items not reasonably anticipated by the Chair 48 hours in advance of the meeting</i>)	



Item #1: *Draft Minutes of the Meeting*
Held on July 15, 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:

**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.

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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
Sunkarie Konteh, Accountant, 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
Vaea Lohe, Summer Intern, Trust
Robin McNamara, Deputy Director, MassDEP
Michael Celona, Drinking Water Specialist, MassDEP
Gregory Devine, Section Chief, MassDEP
Hannah Parzen, Environmental Analyst, MassDEP
Gufran Bulbul, Environmental Analyst, MassDEP

	<u>Open the Meeting:</u> Ms. Perez opened the meeting after confirming the attendees present.
1.	<u>Review and approval of minutes from the 5/27/2026 meeting of the Executive Committee:</u> The Committee approved minutes from the 5/27/2026 meeting of the Executive Committee.

2.	Cybersecurity Grant Program Update: Mr. Bulbul provided an update on the Cybersecurity Grant Program, as outlined in the Executive Materials. Since the launch of the program in 2024, 47 applications have been received and 37 water systems have participated in the program. Of those, 21 projects have been completed and reviewed by MassDEP’s Drinking Water Program. Of the \$2 million total grant fund, \$1.3 million or approximately 65% of the grant has been committed to date. As sanitary surveys begin and public water suppliers are prompted to apply, more applications are expected. Mr. Bulbul noted that survey feedback indicates that grantees find the program to be helpful in closing cybersecurity gaps and have reported positive experiences working with MassDEP staff. However, he explained that some communities face challenges with applying for the grant because of limited staff capacity, making it difficult to complete the application process. He also noted that the reimbursement structure may present a challenge because communities must incur project costs before receiving reimbursement, and some communities may not have sufficient financial capacity to cover upfront costs. He stated that several communities that have received grants have inquired about receiving additional grant funds through the program to expand upon initial work. Ms. Perez observed that, although the program remains an important initiative, participation still represents only a small portion of eligible public water systems. She emphasized that expanding participation among additional eligible systems should remain a priority before considering additional funding for existing grant recipients. Ms. Connors agreed that funding should prioritize reaching new grantees before expanding assistance to existing participants. She noted that cybersecurity remains a critical priority and asked whether additional outreach strategies or program modifications could increase participation, particularly among small and disadvantaged water systems with limited staff capacity. Mr. Celona responded that participation by 37 systems represents strong interest in a voluntary grant program and noted that MassDEP has conducted extensive outreach through letters, phone calls, and direct communication with municipalities. He added that some larger communities may be less interested in applying because the maximum grant amount is relatively small. Mr. Bulbul added that among the approximately 1,600 water systems that exist statewide, an estimated 16% to 20% currently meet the eligibility requirements for the program. Ms. Connors inquired about whether cybersecurity updates are done in-house, to which Mr. Bulbul responded that contractors are typically hired, working closely with communities’ information technology officials to complete the work. He stated that outreach efforts include municipal information technology staff. Ms. Perez concluded that, although significant outreach efforts have been undertaken, there may still be opportunities to improve participation in the program. She requested that any feedback received after completing the sanitary surveys be presented to the Executive Committee at a future meeting.
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3.	<u>Lead Service Line Replacement (LSLR) Outreach Update:</u> Mr. Celona presented an update on LSLR funding and outreach efforts, as outlined in the Executive Materials. He stated the current funding opportunities available to communities include the State Revolving Fund (SRF) 0% Interest LSLR Planning and Construction Loan Program, Small Systems LSLR Plan Implementation Technical Assistance Program, and the Federal Funds and Infrastructure Office (FFIO) Municipal and Tribal Technical Assistance (MTTA) Grant Program. Mr. Celona provided an overview of the extensive outreach efforts across all three programs. One application for the SRF LSLR Planning and Construction Loan Program has been received from a high-priority community. There are four communities participating in the Small Systems LSLR Implementation Technical Assistance Program, and two applications have been received for the FFIO MTTA Grant Program. He noted that additional activities are planned to improve participation, including expanded outreach and efforts to identify barriers to participation. Ms. Perez stated that LSLR remains an important priority, and opportunities for additional outreach should be explored to get information to communities and elected officials. Ms. Connors observed that a common challenge identified through the discussion seems to be limited staff capacity, which makes it difficult for communities to pursue grant opportunities. Ms. Parzen stated that the initial program offerings were successful, given the timeline to meet the compliance deadline. Continuing to emphasize that funding opportunities are available for a limited time could increase participation.
4.	<u>2027 Intended Use Plan (IUP) Project Solicitation Update:</u> Ms. Connors reported that the 2027 IUP project solicitation period opened on June 1, 2026, and will close on July 24, 2026. MassDEP staff offered an informational webinar that provided an overview of the SRF programs, application requirements, and the project solicitation process. There were 86 registrants for the webinar, and 53 attended. Ms. Connors reported that to date, two completed applications have been received and an additional 59 applications are in progress. She noted that the number of completed applications is expected to increase as the submission deadline approaches.
5.	<u>State Revolving Fund Water Funding Roundtable Event:</u> This item was tabled for discussion at a future Executive Committee meeting.
6.	<u>Lead Service Line (LSL) Planning Grant Extension Requests:</u> Ms. Omole stated that LSL Planning Grant extension requests were received from three communities, as outlined in the Executive Materials. Leicester Water Supply District requested an extension to May 6, 2027, to complete home inspections, vacuum, excavation test pits, its service line inventories, and GPS data collection. Turners Falls Fire District requested an extension to November 10, 2026, to complete the work required under its approved Statistical Analysis plan and finalize its service line inventory. Winthrop requested an extension to September 30, 2026, to continue updating its inventory and geographic information system database in accordance with the Lead and Copper Rule Improvements requirements. It was recommended that the communities be granted an extension of 60 days beyond their requested extension deadlines to allow ample time to complete the scope of work and project closeout documentation. The Executive Committee voted unanimously to grant the recommended deadline extension.

7.	<u>Borrower Survey Presentation:</u> Ms. Fellmeth delivered a presentation on the borrower surveys, as outlined in the Executive Materials. She stated that the surveys were launched in the fall of 2024 to better understand how the Trust and MassDEP can improve processes and communications. Ms. Fellmeth reported that respondents generally expressed high levels of satisfaction with the application, loan/grant documentation, and permanent financing processes. Feedback regarding interactions with Trust and MassDEP staff was overwhelmingly positive, with respondents describing staff as responsive, knowledgeable, patient, and helpful. She noted that the majority of suggestions centered around the need for improved communications and the simplification or more detailed explanation of forms. In response, the Trust is developing a communications plan that will provide scheduled correspondence to be sent to all key community contacts, outlining key deadlines and action items from the application stage through repayment. The plan will also include expanded resources, such as infographics, frequently asked questions, and checklists to guide communities through the SRF process. She inquired about whether instructional videos could be helpful with key deliverables that are known to be more time intensive. Mr. Yontar said that he likes the idea of instructional videos and commended the Trust and MassDEP staff for receiving high approval ratings, positive comments, and the continued efforts to improve the process. Ms. Perez noted that other Treasury departments have videos on their processes and expressed that it is a great idea to allow borrowers to pause and review, as needed. She stated that completing the Loan Questionnaire often requires information from multiple municipal officials and recommended assisting smaller communities through the process.
	<u>Other Business:</u> None.
	<u>Adjourn the Meeting:</u> 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:



Item #2: *LSL Planning Grant Extension Request*

LSL Planning Grant Extension Request

Grantee	Grant Number	Original Grant Expiration Date	Maximum Extension (+10 Months)	Grantee Proposed Closeout Deadline	Extension Recommended (Grantee Proposed Closeout Deadline + 60 Days)
Rowley	DWL-23-57	11/6/2026	9/6/2027	9/6/2027	11/5/2027



Items #3-4: *(No Reference Documents)*