

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

Meeting Minutes

Meeting Date: Wednesday, October 22, 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
Jonathan Maple, Senior Policy Analyst, Trust
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust
Josh Derouen, Program Manager, Trust
Aidan O'Keefe, Program Associate, Trust
Esther Omole, Program Associate, Trust
Ray LeConte, Program Associate, Trust
Nicole Munchbach, Assistant Controller, Trust
Pam Booker, Accountant, Trust
Sunkarie Konteh, Accountant, Trust
Iden Abdulrahman, Accountant, Trust
Yvette DePeiza, Drinking Water Program Director, MassDEP
Janine Bishop, Regional Planner, MassDEP
Michele Higgins, Program Manager, MassDEP
Michael Celona, Drinking Water Specialist, MassDEP
Kathleen Baskin, Assistant Commissioner, MassDEP
Gregory Devine, Section Chief, MassDEP
Hannah Parzen, Environmental Analyst, MassDEP
Alex Smith-Lin, Environmental Analyst, MassDEP
Jennifer Pederson, Executive Director, Massachusetts Water Works Association

SUMMARY OF DISCUSSIONS	
	<p><u>Open the Meeting:</u> Ms. Perez opened the meeting after confirming the attendees present.</p>
1.	<p><u>Review and approval of minutes from the 9/16/2025 meeting of the Executive Committee:</u></p> <p>The Committee approved meeting minutes from the 9/16/2025 meeting of the Executive Committee.</p>

2.	<p><u>Asset Management Planning (AMP) Grant Extension Requests:</u> Mr. O'Keefe stated that AMP Grant extension requests were received from four communities, as outlined in the Executive Materials. Fitchburg DWA-23-132, Hudson CWA-23-12, and Sturbridge CWA-23-23 all originally had closeout deadlines of 12/6/2025, while Marion DWA-23-10 had an original closeout deadline of 10/11/2025. The communities all noted that they had faced delays. It was recommended that the communities be granted extensions of 60 days beyond the requested extension deadlines.</p> <p>The Executive Committee voted unanimously to give the deadline extensions through February 27, 2026 for Hudson and Marion, May 29, 2026 for Sturbridge, and June 29, 2026 for Fitchburg to allow the communities ample time to complete the scope of work and project closeout documentation.</p>
3.	<p><u>Education Facility Lead Remediation Proposal:</u> Mr. Celona gave a presentation on MassDEP's WaterSmart program. To date, the program has only covered testing for lead presence in drinking water in schools and early education and care facilities. However, EPA now allows grant funds to be used for lead remediation, including "Do Not Drink" stickers, filters, aerators, and lead service line (LSL) replacement. MassDEP plans to launch a pilot version of the remediation reimbursement program on January 1, 2026 to allow schools and other eligible entities to submit for reimbursement for remediation-related costs. MassDEP has been discussing internally how to distribute checks to grantees and believes the Trust could assist with this process in a way similar to the Cybersecurity Improvement Grant Program. The Trust previously agreed to provide \$400,000 to cover testing for private schools in 2021, since EPA grant funds could not be used for private institutions. MassDEP is now requesting that the approximately \$235,000 remaining from those funds is also allowed to be used for remediation in addition to testing.</p> <p>Mr. Celona said that MassDEP would transfer the EPA funds to the Trust so that the Trust could then disburse the checks, adding that MassDEP doesn't anticipate the Trust being overwhelmed by requests.</p> <p>Ms. Perez said that the Trust would deliberate internally on the best ways to proceed after considering MassDEP's plans.</p> <p>Mr. Celona added that MassDEP has investigated the processes that other states use, and that other states use a wide variety of different processes, including engaging third parties to assist with the process, which MassDEP has considered. MassDEP has also taken into account the Trust's concern regarding small reimbursements. It may be too administratively burdensome for some schools to go through the approval process to receive reimbursement.</p> <p>Mr. Celona clarified that MassDEP does not fund replacement filters using the WaterSmart program, but it has been providing guidance and can't guarantee future funding due to the uncertainty of EPA funding.</p>

	Ms. Bishop added that MassDEP has looked into hiring a third-party plumber to perform grant tasks through State Contract but there are potential liability issues. Further, MassDEP wanted to preserve the ability for schools to select their preferred vendor.
	Other Business: 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: January 07, 2026