

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

**Meeting Minutes**

**Meeting Date:** Wednesday, January 3, 2024  
**Time:** 1:30 PM  
**Location:** Remote  
**Notice:** Due public notice given  
**Attendees** Sue Perez, Executive Director, Trust  
Timur Yontar, Director of Finance & Administration, Trust  
Maria Pinaud, Director of Program Development, Trust  
Tim Jones, Deputy Director of Program Development, Trust  
My Tran, Treasurer, Trust  
**Also Present** Sally Peacock, Controller, Trust  
Pam Booker, Accountant, Trust  
Nicole Munchbach, Accountant, Trust  
Sunkarie Konteh, Accountant, Trust  
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust  
Joshua Derouen, Senior Program Associate, Trust  
Kailyn Fellmeth, Program Associate, Trust  
Michele Higgins, Section Chief, DEP  
Robin McNamara, Deputy Director of Municipal Services, DEP  
Yvette DePeiza, Drinking Water Program Director, DEP  
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 present.
1.	<b><u>2022 Bipartisan Infrastructure Law (BIL) Grant Reallotments:</u></b> Ms. Pinaud discussed amending the 2022 Clean Water (CW) and Drinking Water (DW) Intended Use Plans (IUPs) to pursue reallotted BIL Emerging Contaminants (EC) and Lead Service Line (LSL) Replacement grant funds. For DW, there is nearly \$6 million in LSL Replacement Grant and \$120,000 in EC Grant funds available. For CW, there is \$65,000 in EC Grant funds available, all of which will be transferred to DW. To be eligible for the reallotments, the 2022 IUPs must be amended with information on additional funding and all applicable requirements.  Ms. Tran noted that once the Trust reapplies for additional funds and submits the request to EPA, MassDEP can then amend the IUPs.

2.	<p><b>2024 Draft Intended Use Plans:</b> Ms. Pinaud confirmed that the 2024 Draft IUPs were published. There will be a virtual public hearing on Wednesday, January 31<sup>st</sup> at 10:00 AM. Those interested in attending the meeting may use the following link: <a href="https://www.mass.gov/doc/public-notice-2024-draft-intended-use-plans/download">https://www.mass.gov/doc/public-notice-2024-draft-intended-use-plans/download</a></p>
3.	<p><b>Possible Uses of ARPA Funds:</b> Ms. Pinaud discussed the possibility of using \$2 million in ARPA funds to implement the prospective grant program to fund public water supplier (PWS) efforts to protect against cyber attacks. There are new assessments for cybersecurity. A grant program could be of great assistance to communities to address vulnerabilities.</p> <p>Ms. DePeiza noted that all PWSs are now required to complete a cybersecurity assessment as part of their emergency response planning responsibilities. MassDEP will be inspecting the PWS programs and plans during the Sanitary Survey Program review every 3-5 years. Free assessments are available through the EPA and Cybersecurity and Infrastructure Security Agency (CISA). PWSs are assessing their cybersecurity posture and will seek programs to assist with protection against cybersecurity vulnerabilities and gaps. MassDEP is prepared to connect vendors with contracting services should the proposed grant program move forward.</p> <p>Ms. Perez recommended that a subcommittee be created to develop a written grant proposal. A proposal is to include details on eligibility, grant amount per PWS, expectations on project scope and deliverables, grant agreement documentation, and marketing.</p> <p>There is a short turnaround period if this proposed grant program is to be funded by ARPA. Contracts must be in place by June. Mr. Derouen, Mr. Maple, Ms. Fellmeth, and members of MassDEP will join the subcommittee to discuss the details of the program.</p> <p>Additional updates will be provided at the next meeting of the Executive Committee.</p>
<p><b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting): None.</p>	
<p><b>Adjourn the Meeting:</b> Ms. Perez requested a motion to adjourn the meeting. Ms. Pinaud moved the motion. A roll call was held, and all members approved the motion.</p>	

Minutes Approved: January 24, 2024