

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

**Meeting Minutes**

**Meeting Date:** Wednesday, March 19, 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  
My Tran, Treasurer, Trust  
Bridget Munster, Deputy Director of Program Development, Trust

**Also Present** Nate Keenan, Department Director, Trust  
Nicole Munchbach, Assistant Controller, Trust  
Pam Booker, Accountant, Trust  
Joshua Derouen, Program Manager, Trust  
Kailyn Fellmeth, Senior Program Associate, Trust  
Jonathan Maple, Senior Policy Analyst, Trust  
Aidan O’Keefe, Program Associate, Trust  
Ray Leconte, Program Associate, Trust  
Esther Omole, Program Associate, Trust  
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust  
Michele Higgins, Program Manager, MassDEP  
Brian Ferrarese, Chief of Staff, MassDEP  
Jennifer Pederson, Executive Director, Massachusetts Water Works Association

**SUMMARY OF DISCUSSIONS**

**Open the Meeting:** Ms. Perez opened the meeting after confirming the attendees were present.

- 1. Lead Service Line (LSL) Planning Grant Extension Requests:** Ms. Fellmeth stated that LSL Grant extension requests were received for Agawam DWL-22-18, Medway DWL-22-64, and Yarmouth DWL-22-62. The communities have all noted that they have faced various delays to their projects, particularly as they amend their work to meet the Lead and Copper Rule Revisions. It was recommended that the communities be granted an extension of 60 days beyond their requested extension deadlines.

The Executive Committee voted unanimously to give deadline extensions through 8/1/2025, 5/31/2025, and 5/31/2025 respectively, to allow the communities ample time to complete the scope of work and project closeout documentation.

**Other Business** (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting): None.

**Adjourn the Meeting:** 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: April 9, 2025