

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

Meeting Minutes

Meeting Date: Wednesday, April 30, 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 Nate Keenan, Department Director, Trust
Nicole Munchbach, Assistant Controller, Trust
Sunkarie Konteh, Accountant, Trust
Pam Booker, Accountant, Trust
Rachel Stanton, Investor Relations and Communications Graphic Designer, Trust
Joshua 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
Jonathan Maple, Senior Policy Analyst, Trust
Michele Higgins, Program Manager, MassDEP
Gregory Devine, Section Chief, MassDEP
Janine Bishop, Regional Planner, MassDEP
Jennifer Pederson, Executive Director, Massachusetts Water Works Association

SUMMARY OF DISCUSSIONS	
	<u>Open the Meeting:</u> Ms. Perez opened the meeting after confirming the attendees present.
1.	<u>Review and approval of minutes from the 4/9/2025 meeting of the Executive Committee:</u> The Committee approved meeting minutes from the 4/9/2025 meeting of the Executive Committee.
2.	<u>Lead Service Line (LSL) Planning Grant Extension Requests:</u> Ms. Omole stated that LSL Planning Grant extension requests were received from 12 communities, as outlined in the Executive Materials. The communities all noted that they have faced various delays to their projects, particularly as they amend their work to meet the Lead and Copper Rule Revision requirements. It was recommended that the communities be granted an extension of 60 days beyond the respective extension deadlines requested.

	The Executive Committee voted unanimously to grant the recommended deadline extensions 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.	
<u>Adjourn the Meeting:</u> 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: May 15, 2025