

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

Meeting Minutes

Meeting Date: Wednesday, April 9, 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
 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
 Kathleen Baskin, Assistant Commissioner, MassDEP
 Michele White, Special Projects Coordinator, Cape Cod Commission

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 2/26/2025 and 3/19/2025 meetings of the Executive Committee:</u> The Committee approved meeting minutes from the 2/26/2025 and 3/19/2025 meetings of the Executive Committee.
2.	<u>Lead Service Line (LSL) Planning Grant Extension Request:</u> Ms. Omole stated that an LSL Planning Grant extension request was received for Hudson DWL-22-66. The community noted that they have faced delays with their project, particularly as they amend the work to meet the Lead and Copper Rule Revision requirements. It was recommended that the community be granted an extension of 60 days beyond their requested extension deadline. The Executive Committee voted unanimously to give an extension through 1/11/2026 to allow the community ample time to complete the scope of work and project closeout documentation.

3.	<p><u>New Terms and Conditions from EPA:</u> Ms. McNamara stated that the EPA has issued new Terms and Conditions, which will apply to federal grants received on or after April 3, 2025. The Trust and MassDEP’s general counsels are reviewing the new terms to see how they might affect the grants received from the EPA. Further updates will be provided once the review is complete.</p>
4.	<p><u>Federal Capitalization Grants:</u> Ms. Perez stated that there are reallocations available for Federal Capitalization Grants from previous years, including \$2 million from the 2022 LSL Grant, as well reallocations from two smaller Emerging Contaminants Grants and one Drinking Water Base Grant. The Trust will apply for the reallocations by incorporating them into the 2025 grant applications instead of amending previous applications. This will offer a clear separation for which grants must comply with the EPA's new Terms and Conditions.</p>
<p>Other Business (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting):</p> <p>2025 Intended Use Plans (IUPs) Released Ms. McNamara stated that the 2025 Clean Water and Drinking Water IUPs were published on April 8, 2025. She noted that this IUP cycle presented unique challenges around capacity planning and policy issues and expressed gratitude to the Trust for the collaborative efforts.</p>	
<p><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.</p>	

Minutes Approved: April 30, 2025