

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

**Meeting Minutes**

**Meeting Date:** Thursday, July 16, 2020  
**Time:** 12:30 PM  
**Location:** By Telephone  
**Notice:** Due public notice given  
**Attendees** Sue Perez, Executive Director, Trust  
Maya Jonas-Silver, Director of Finance & Administration, Trust  
Maria Pinaud, Director of Program Development, Trust  
**Also Present** Nate Keenan, Deputy Director, Trust  
Joshua Derouen, Program Associate, Trust  
Sally Peacock, Controller, Trust

SUMMARY OF DISCUSSIONS	
	<b><u>Open the Meeting:</u></b> Ms. Perez opened the meeting after confirming all attendees were present.
1.	<b><u>Minutes.</u></b> The Committee approved meeting minutes from the 06/11/2020 and 06/18/2020 meetings of the Executive Committee.
2.	<b><u>Surveying communities not using or not moving forward with the SRF for their projects.</u></b> Ms. Pinaud mentioned how there was discussion in the past about surveying two populations of potential borrowers. One survey population is the communities that have not used the state revolving fund (SRF) to finance their clean water and drinking water projects. The other is communities that have had projects appear on recent intended use plans (IUPs) but decided not to move forward with the SRF for their projects. A survey could be sent out using Survey Monkey and then there could be follow up phone calls with communities that respond.  Mr. Keenan said that engineering consultants and financial advisors should be contacted about the survey in addition to local government officials.  Ms. Perez and Mr. Keenan said that a survey with all multiple-choice questions and an open-response comment section at the end would be the best design.  Ms. Pinaud said that she along with Division of Municipal Services Deputy Director, Robin McNamara, will work with Trust staff to develop the survey and create a list of communities to contact after the deadline for 2020 IUP loan applications and local authorization passes on October 16 <sup>th</sup> . The survey would be issued by the Trust.
<b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting)	
<b><u>Borrower Concerns with IUP Solicitation.</u></b> Ms. Pinaud asked if the Trust has received any questions or comments on the recent project solicitation that MassDEP issued. Mr. Derouen said that he has not heard from any borrowers about concerns with 2020 IUP loan application process nor the 2021 IUP solicitation. Borrowers typically contact the Trust after a loan commitment has been approved by the Board of Trustees.	
<b><u>New List of Housing Choice Communities.</u></b> Ms. Pinaud said that the Housing Choice list has been updated for the next IUP year. It will not change the determination of eligibility for the 0.50 basis point discount to loan interest rates for communities that have already appeared on an IUP.	

**School Water Improvement Grant (SWIG) Disbursements.** Ms. Perez said that we are continuing to disburse SWIG proceeds and should follow up with the school districts about their use of the grant proceeds so far.

Mr. Keenan said that the Trust will work to develop a process for following up with districts and hopes to send e-mails to follow up by the end of August.

**Adjourn the Meeting:** Ms. Perez requested a motion to adjourn the meeting. Ms. Pinaud moved the motion and Ms. Jonas-Silver seconded. A roll call was held, and all members approved the motion.

The meeting adjourned at 12:45 p.m.

Minutes Approved: August 13, 2020