

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

**Meeting Minutes**

**Meeting Date:** Wednesday, July 17, 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  
Bridget Munster, Deputy Director of Program Development,  
Trust  
**Also Present** My Tran, Treasurer, Trust  
Tim Jones, Policy and Legal Analyst, DEP  
Pam Booker, Accountant, Trust  
Sunkarie Konteh, Accountant, Trust  
Nate Keenan, Deputy Director, Trust  
Kathryn Armour, Data Analyst, Trust  
Joshua Derouen, Program Manager, Trust  
Jonathan Maple, Senior Policy Analyst, Trust  
Rachel Stanton, Investor Relations and Communications  
Graphic Designer, Trust

**SUMMARY OF DISCUSSIONS**

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

**1. Review and approval of minutes from the 5/15/2024 and 6/20/2024 meetings of the Executive Committee:** The Committee approved meeting minutes from the 5/15/2024 and 6/20/2024 meetings of the Executive Committee.

**2. Update on 2024 Intended Use Plan (IUP) Projects:** Ms. Pinaud said that the June 30<sup>th</sup> local authorization deadline for 2024 IUP projects has passed. There are 30 projects including eight Drinking Water State Revolving Fund (DWSRF), 21 Clean Water SRF, and one Asset Management Planning Grant Program project that were dropped by the applicant and will not be receiving financing in 2024.

There are some borrowers and grantees that requested extensions to the June 30th deadline that may obtain local authorization for their projects sometime later in 2024. Extensions were granted until as late as November because of the schedule of some town meetings or equivalents.

It is expected that about 50% of the CWSRF and 25% of the DWSRF projects on the 2024 IUPs will not move forward in 2024.

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|  | <p>Ms. Perez said that the Trust will update its records after receiving the list of the 30 projects and start performing its capacity calculations to prepare for the 2025 IUPs.</p> <p>When calculating capacity for the 2025 IUPs, the Trust will also have to consider how many of the 2023 IUP projects have had higher than expected project costs after having gone out to bid.</p> |
| <p><b>Other Business</b> (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting):<br/>None.</p>   |  |
| <p><b><u>Adjourn the Meeting:</u></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: August 14, 2024