

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

Meeting Minutes

Meeting Date: Thursday, July 30, 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
Robin McNamara, Deputy Director of Municipal Services, MassDEP

SUMMARY OF DISCUSSIONS

	<u>Open the Meeting:</u> Ms. Perez opened the meeting after confirming all attendees were present.
1.	<u>Minutes.</u> The Committee agreed to table the meeting minutes from the 07/16/2020 meeting of the Executive Committee.
2.	<p><u>SWIG Update.</u> Ms. Perez summarized the latest School Water Improvement Grant (SWIG) program activity. 32 districts have executed award documents. A total of \$612,000 had been disbursed to 27 school districts.</p> <p>Ms. Jonas-Silver asked what documentation districts must supply to show completion of the projects. Mr. Keenan said that districts are required to send closeout forms which verify that filtered water bottle filling stations were installed, post installation tests that show that the water has less than 1 parts per billion (ppb) in lead, and the test results have been entered into the Lead Contamination and Control Act (LCCA) database.</p> <p>There will be follow ups with districts that have been disbursed grant proceeds in the next couple of weeks. There will be flexibility in the 180-day time frame for districts to fulfill grant obligations due to complications from the COVID-19 outbreak.</p> <p>Analyzing the costs to install and maintain the filtered water bottle filling stations in the first round of SWIG will help the Trust in determining the award amount per fixture for the second round.</p>
3.	<p><u>Programmatic Update.</u></p> <p>Ms. Perez said that there has not been an update from the EPA on the applications for its annual Drinking Water and Clean Water grants.</p> <p>Ms. Pinaud said that MassDEP is working to finish this year's EPA National Information Management System (NIMS) reporting by the end of this week.</p> <p>Ms. Perez asked that a calendar be created so that the Trust and MassDEP can work together to finalize the EPA Annual Report which is due towards the end of September.</p>

	<p>Ms. Pinaud and Ms. Perez said that it should not be an issue to prepare for this year's single audits even though both the Trust and MassDEP have been working remotely for much of the year. There are electronic copies of the necessary documents readily available.</p> <p>Mr. Keenan said that he attended the Cape Cod and Islands Water Protection Fund meeting yesterday. They are working to finalize their bylaws. If the Board approves, the subsidy they provide their communities will work just like the loan forgiveness provided to eligible State Revolving Fund (SRF) loans.</p> <p>The contract for the Trust to service the Executive Office of Energy and Environmental Affairs' (EEA) Dam and Seawall Repair or Removal Fund program loans has taken longer than expected but is close to being finalized. The Trust servicing these loans will allow it to collect payments during its usual biannual invoice cycles for the EEA.</p> <p>Ms. Pinaud said that there has been a great deal of questions and signs of interest in the 2021 Intended Use Plan (IUP) solicitation.</p> <p>Reminders have been sent to all communities with eligible projects on the 2019 IUPs about the August 14th deadline for the first construction contract to be executed to be eligible for loan forgiveness.</p> <p>MassDEP has been notified by some communities on the 2019 IUP that they will not be proceeding with an SRF loan. The main reason cited by communities not proceeding is uncertainty over the impact that the COVID-19 outbreak will have on their budgets.</p> <p>A Project Approval Certificate and Project Regulatory Agreement for the Town of Littleton's emergency PFAS project are being prepared for a future Board of Trustees vote.</p> <p>MassDEP is looking to cooperate with the Trust on a survey that will be sent to communities that have not proceeded with an SRF loan for their projects after appearing on a recent IUP. The plan is to have the Trust develop and distribute the survey. MassDEP will be able to give the Trust a complete list of borrowers that have dropped from the 2019 IUP in October after the October 15th deadline for loan applications and local authorizations has passed.</p> <p>Ms. Perez said that developing a timeline and having a call between MassDEP and the Trust should lead to the survey process running smoothly. The Committee agreed that a call would be set up for next week.</p> <p>Executive Office for Administration & Finance. Ms. Jonas-Silver said that the Fiscal Year 2021 Budget for the Commonwealth of Massachusetts has not been finalized. There has not been discussion about any major portions of the budget being devoted to water treatment issues such as PFAS mitigation.</p> <p>There is legislation being discussed by the U.S. House of Representatives that would lead to there being \$1 trillion in federal aid to state and local governments. In its current state, this legislation would provide aid mainly for education.</p>
	<p>Other Business (Items not reasonably anticipated by the Chair 48 hours in advance of the meeting)</p>
	<p>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.</p>

The meeting adjourned at 12:55 p.m.

Minutes Approved: August 13, 2020