

**Southeast Watershed Alliance (SWA)  
Board of Directors Meeting #17  
Hoyle Tanner & Associates  
Suite 360  
100 International Drive  
Portsmouth, NH 03801**

**Minutes**

October 17, 2011 @ 1:30 PM

**Members Present**

Michael Trainque, Chester  
Wally Fries, Danville  
Candace Dolan, Hampton Falls  
Mike Kappler, Raymond  
Peter Rice, Portsmouth

James Irish, Madbury  
Richard Snow, Candia  
Michael Perfit, Stratham  
Alison Watts, Newfields

**Guests Present**

Bill Hounsel, Hounsell Consulting/CDM Inc.  
Peter J. Goodwin, Woodard & Curran  
Zach Henderson, Woodard & Curran  
Jeremy P. Tomkiewicz, UNH

**Call to Order and Introductions**

Michael Trainque called the meeting to order at 1:32 PM.

**Approve Minutes**

Dick Snow moved to approve the minutes as presented with a minor typographical corrections. Seconded by Peter Rice. The minutes were unanimously approved with minor typographical changes unanimously.

**Reports of Committees**

**Program Development**

Michael Trainque introduced Zach Henderson and Peter Goodwin of Woodard & Curran. They are preparing a presentation for the entire Alliance on the administrative needs of successful watershed management with case studies. Their proposed presentation might be scheduled for the winter Alliance meeting.

We have received preliminary approval for our first grant. There are still a number of signatures we need and ultimately it needs to go before the Governor's

Council before it is funded. Nevertheless, starting September 2, we should accrue match.

A second grant is also in the approval process working with the UNH Stormwater Center.

The board discussed that with these grants about to be funded we should lay the groundwork to manage and fulfill the terms of the grants. The consensus was that each grant should be numbered and the board should review progress each month. The standing agenda will now include a topic "Grants Management."

Because of the availability of key speakers/contributors, the consensus of the board is that the Symposium be postponed. The Alliance meeting will be held at the Dover City Hall as planned.

### **Education & Outreach**

Candace continues to work with the Rain Garden demonstration sites. These sites provide examples, both on city and private property, from which other communities can learn.

### **Finance Committee**

Dick Snow reported that the paperwork to establish our bank accounts is complete. He will write up the policies and procedures and present these for approval and the next board meeting.

There was some discussion of the need to develop additional sources of significant funding. NOAA, the Army Corp of Engineers, the Department of Agriculture, and the Small Business Administration provide grants which may be applicable to our needs.

Ultimately, all the grant activities need to fit under the Watershed Restoration Plan. The plan should include a vision of what the watershed will look like in twenty or thirty years.

## **New Business**

### **Housekeeping**

The annual report is due on November first. Michael Trainque will draft it and circulate it for review by the board members before it is sent.

Wally moved that we should provide a written response to the Estuary Habitat Restoration Council request for comment. Dick Snow seconded and the motion was carried unanimously.

### **Next Meeting Date**

The consensus of the board is that our next meeting will be on November 7<sup>th</sup> at

1:30 PM.

**Other Business**

The Great Bay Municipal Coalition is working to develop an adaptive management plan. They will be coming to us and PREP for input.

**Adjournment**

Mike Kappler moved to adjourn. The motion was seconded by Candace Dolan and approved unanimously.

The meeting adjourned without objection at 3:45 PM.