

**Southeast Watershed Alliance (SWA)  
BOARD OF DIRECTORS Meeting #19  
Hoyle Tanner & Associates  
Suite 360  
100 International Drive  
Portsmouth, NH 03801**

**Minutes**

December 12, 2011 @ 1:30 PM

**Members Present**

Michael Trainque, Chester  
Wally Fries, Danville  
Candace Dolan, Hampton Falls  
Alison Watts, Newfields

James Irish, Madbury  
Richard Snow, Candia  
Dean Peschel, Dover

**Guests Present**

Bill Hounsel - Hounsel Consulting/CDM Inc.  
Pio Lombardo, P.E. - Lombardo Associates, Inc.  
Gordon G. (Sandy) Campbell - Seareach-CMI  
Jeremy P. Tomkiewicz - UNH  
Shawna Fournier

**Call to Order and Introductions**

Michael Trainque called the meeting to order at 1:36 PM.

**Approve Minutes**

Dick Snow moved to approve the minutes of the November 7, 2011 (Meeting #18) Board of Directors meeting as presented. Seconded by Candace Dolan. The minutes were unanimously approved as presented.

**Reports of Committees**

**Program Development**

Michael Trainque introduced Pio Lombardo, P.E. of Lombardo Associates, Inc. and Gordon (Sandy) Campbell of Seareach-CMI. They are preparing a presentation for the entire Alliance on innovative new technology for reducing/removing nitrogen from wastewater in individual onsite septic systems and from groundwater. Their proposed presentation may be scheduled for the February

2012 full Alliance meeting. There was considerable discussion with questions following the presentations by Mr. Lombardo and Mr. Campbell. Handout materials were provided to the Board. This is a topic of interest and may be included at the February Alliance meeting depending upon other presentations at the meeting.

Michael Trainque stated on behalf of the Program Development Committee that planning for the next symposium needs to get under way. There are many individuals and companies now contacting the SWA BOD to request the opportunity to make presentations to the Alliance. This means that there is, or should soon be, plenty of available presentation material to provide content for a symposium. Mike suggested a May 2012 time frame. No formal motions were made on this.

### **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**

Wally Fries presented the invoice for the annual post office box rental fee to Dick Snow for payment. Dick Snow is still working on the financial policies and procedures. The draft procedures will be presented to the Board for review and approval.

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.

### **Grants Management**

Governor's Council signed the NHDES/NOAA grant award contract on November 9. The grant award is now official although we still need to get a copy of the document with all signatures. The starting date for the match accrual was September 2, 2011. We need to make progress on the two tasks within the grant. The grant expires in December 2012 so all tasks set forth within the grant must be completed by then and a report sent to the NHDES. We also need to carefully keep track of all matching grant expenses. A spreadsheet(s) has been setup for this purpose.

A second grant is also in the approval process in conjunction with the UNH Stormwater Center. We have not yet received any official notification at this point.

The board once again discussed that with approval of these grants, ongoing progress needs to be made to satisfy the conditions of the grants and 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."

## **New Business**

### **Housekeeping**

The annual report of the Alliance was submitted by Michael Trainque to the NH Senate and NH Legislature on November 1, 2011. The report was previously circulated to Board members and is available on the Alliance's web site.

### **Next Meeting Date**

The next regularly scheduled meeting of the Board will be on January 9, 2012 at 1:30 PM.

### **Other Business**

Michael Trainque invited Shawna Fournier to attend the Board meeting. Shawna is interested in the Administrative Assistant contract work for the Alliance and wanted to get a first hand look at a Board meeting. Michael invited the Board members to speak with Shawna and ask questions and invited Shawna to do likewise. No actions were taken.

Dean Peschel presented discussion of the Adaptive Management Plan prepared by the Great Bay Municipal Coalition (GBMC). Dean discussed the goals and objectives of the Plan and noted that it fits in well within the framework of the Watershed Management and Restoration Plan that the Alliance is developing. The Board concurred that the GBMC Adaptive Management Plan, while not yet complete, is consistent with the goals and objectives of and a positive step forward in the development of the overall Watershed Management and Restoration Plan envisioned by the Board. There was discussion by the Board about preparing and submitting a letter of support for the GBMC Adaptive Management Plan to EPA with a copy to the NHDES. A draft letter will be prepared for review and comment by the Board.

## **Adjournment**

Dick Snow moved to adjourn. The motion was seconded by Candace Dolan and approved unanimously.

The meeting adjourned without objection at 4:38 P.M.