



**SOUTHEAST WATERSHED ALLIANCE**

**BOARD OF DIRECTORS**

**MINUTES - Meeting No. 63**

**100 International Drive, Suite 306, Newington, NH 03801**

**May 18, 2016**

MEMBERS PRESENT: Shelley Frost, (3:10), Candace Dolan, George Reif , Dick Snow, Mike Trainque, and Robert Roseen (3:18).

GUESTS PRESENT: None

1. CALL TO ORDER Meeting began at 3:10 P.M.
2. APPROVAL OF MEETING MINUTES  
Tabled until next BOD meeting.
3. COMMITTEE REPORTS  
Tabled.
4. GRANTS MANAGEMENT – STATUS AND PROJECTS  
None.
5. OLD/ONGOING BUSINESS  
5.1, 5.3-5.7: Deferred.
- 5.2 CURRENT GRANT OPPORTUNITIES  
SWA submitted an application to the New Hampshire Charitable Foundation, for a \$5,000 “Express” grant.
6. NEW BUSINESS
  - 6.1 Seacoast Stormwater Coalition (SSC) Intermunicipal Agreement (IMA)  
SWA to participate in the Intermunicipal Agreement. Based on additional agreements, they are undertaking an RFP for a Storm Water Management Plan.
  - 6.2 Draft RFP  
SWA members Dick Snow and Michael Trainque tasked with getting approval from SWA board to move forward with template, and signatory authority with participating

## 6. 2 (continued)

towns for involvement with the Storm Water Management Plan (SWMP) template project. A draft RFP has been issued and is being edited by the SSC. SWA would have an administrative role for financial issues and possible other duties as yet undefined. RFP due to be complete in about 4 months.

Member towns are interested in paying a non-recurring fee of \$2,000 each for the specific task of template development. SWA would share responsibility with SSC for the technical aspects of the template. The SSC considers this a pilot project that could result in more collaboration in the future. Six or seven SSC communities have committed to giving \$2000, and twelve SSC communities are expected to come forward. A full SWMP is a costly document. A \$2,000 template would not be significantly individualized.

SWA expects to serve as the financial administrator, and might retain others to help with financial administration.

SWA's compliance with RSA Chapter 91A (public right to know), relative to public posting of meetings and readiness to collaborate with other organizations.

C. Dolan motioned that SWA states that it is willing in principle to work with SSC as a fiscal agent and in other roles, with other responsibilities to be defined for RFP development.

R. Roseen motions to amend the motion to have SWA act as the fiscal agent as discussed by Task 7 of the RFP. Retracted by R. Roseen. Rob Roseen seconds the motion as proposed. All in favor of motion. Motion passed Yes 6 to No 0.

## 6.3-6.7: Deferred

### 6.8 Next SWA Quarterly Meeting:

6:30 – 8:30 June 29, 2016 at Raymond Economic Development Center (REDC) in Raymond, NH.

### 6.9 Housekeeping - Action Items

1. M. Trainque will tell Gretchen that SWA is interested in joining SSC
2. M. Trainque will speak with Steve Couture regarding local meeting space.
3. R. Roseen will post meeting agenda, meeting minutes and BOD meeting dates on SWA's website.
4. S. Frost will investigate RSA Ch. 91A requirements and SWA's implementation of the requirements.

### 6.10 Next BOD Meeting: June 8, 2016.

### 6.11 Other New Business: None.

## 7. PUBLIC COMMENT

Public not present.

## 8. ADJOURNMENT

C. Dolan motions to adjourn. M. Trainque seconds. Motion passed unanimously. Meeting adjourned at 4:55.