

1 **Town of Exeter**
2 **Swasey Parkway Trustees Meeting**
3 **August 6, 2018**
4 **8:15 AM**
5 **Nowak Room**
6 **Approved Minutes**

7 **Present were:** Chair Florence C. Ruffner, Gerry Hamel, Mark Damsell and Anne Surman,
8 Select Board Representative

9 **Call to Order:** Chair Ruffner called the meeting to order at 8:18 am.

10 **Approval of Minutes:**

11 **June 18, 2018 & July 9, 2018**

12 Chair Ruffner reviewed the amendments to the June 18, 2018 and July 9, 2018 meeting
13 minutes, some of which included: out of sequence comments of Mr. Clement, comments
14 concerning the Bullard property owners notifying the Trustees concerning the overhanging limbs
15 and whose responsibility, which were discussed elsewhere, "Mr." Ruffner, a motion which was
16 made by Chair Ruffner not Trustee Damsell and the time of adjournment which was 9:32 pm,
17 not 10:10 pm.

18 Chair Ruffner reminded the Board that these minutes must reflect what transpired at our
19 meetings.

20 Chair Ruffner asked Mr. Damsell about the overhanging trees in question at the Bullard property
21 and whose responsibility it is to remove overhanging limbs, the owner of the trees or the party
22 whose property they overhang. Mr. Damsell responded that he met with Mrs. Bullard and Chris
23 Kemp from Piscataqua and he believes the trees are in the Parkway and are the responsibility
24 of the Parkway. Ms. Bullard is concerned of their height and overhanging her home especially
25 above her children's windows. Chair Ruffner reminded that if this involved expense, there
26 would need to be a vote.

27 ***Mr. Hamel motioned to accept the June 18, 2018 and July 9, 2018 minutes as amended.***
28 ***Chair Ruffner seconded his motion, with all in favor, the motion passed unanimously.***

29 **Pending Applications:**

30 **Water Street Bookstore**

31 Chair Ruffner extended the Board's apologies to Water Street Bookstore as Ms. Rifle was out
32 and the person covering for her did not know to send the application. Chair Ruffner attempted
33 to schedule something after receiving the application last week but was unable to.

34 **5/27 Memorial Day Parade**

35 Mr. Hamel stated that he was waiting to see what the Select Board planned to do and was not
36 willing to vote on any pending applications.

37 Mr. Damsell agreed that it made sense to hear what the Select Board planned concerning rules
38 and fees, prior to any voting, as this Board already had a lot to focus on with the remainder of
39 the season coming to a close.

40 **Mr. Ruffner – 11 Hall Place**

41 Mr. Ruffner stated that at the last meeting, Mr. Hamel said to wait until after the next Select
42 Board meeting and now “you are saying to wait until after another one.”

43 Mr. Hamel responded that he wanted to see what the Select Board’s criteria would be, they
44 voted to wait, and the Select Board haven’t responded yet.

45 The Select Board stated that they were not sure if they were taking over voting on the
46 applications. Ms. Surman stated that the Board has not made a decision.

47 Mr. Ruffner stated that “the application was left in limbo and created a culture and confusing
48 climate.” Mr. Ruffner asked if he could plan the event, not wanting to plan something that
49 wasn’t approved. Mr. Ruffner asked, “Do we have permission to plan an annual event?”

50 Chair Ruffner advised that people plan annual events in advance whether they are approved or
51 not.

52 ***Tabled***

53 Ms. Surman advised that the decision for the Select Board to take over the applications could
54 be expedited by a vote from this Board. Previously the Board had voted to discuss same but
55 had not officially voted to give the authority to the Select Board. The Select Board may perceive
56 doing so without a vote as taking the responsibility from them. Ms. Surman advised that the
57 Select Board can review packets weekly and the process won’t change.

58 ***Mr. Hamel motioned to allow the Select Board to process the applications on behalf of***
59 ***the Parkway Trustees with any funds coming back to the Trustees account. Mr. Damsell***
60 ***seconded his motion, with all in favor the motion passed unanimously.***

61 **Exeter-Swampscott River “Water Trail” Signs:**

62 Chair Ruffner asked if everyone had had a chance to read Ms. LaBranch’s email and whether
63 they had any concerns.

64 The Board discussed suitable locations for the replacement “Water Trail” signs. Mr. Damsell
65 advised that it was better not to obstruct people’s views of the River and recommended placing
66 the sign at the entranceway in the proximity of the boathouse, in the downtown entrance in the
67 bark mulch bed near the white picket fence before the overlook to the boathouse.

68 Mr. Damsell advised that the sign removed temporarily for construction at Norris Brook was 15
69 years old and dilapidated. T Buck could re-install the new sign after the planting was finished.

70 ***Mr. Hamel motioned to put the sign by the white picket fence before the overlook by the***
71 ***boathouse and to inform the DPW not to put the sign back at Norris Brook until after***
72 ***vegetation is planted. Chair Ruffner seconded his motion, with all in favor, the motion***
73 ***passed unanimously.***

74 Chair Ruffner suggested meeting with Ms. LaBranch to show her the proposed location and will
75 email the DPW to let them know not to put the sign back at Norris Brook until after its planted.

76 Chair Ruffner will reach out to Ms. LaBranch and copy everyone on that email.

77 **Other:**

78 **Memorial Trees**

79 **Ganley**

80 Dave Short of Stratham Circle Nursery will bet back to her about deciding on the kind of tree
81 and location. Mr. Damsell believes she chose a Red Sugar Maple.

82 **Highland Hardwoods**

83 Heather at Highland Hardwoods expressed an interest in donating a tree in memory of the
84 business.

85 **Landscaping (Mark Damsell):**

86 Chair Ruffner reminded Mr. Damsell to send her a quick email prior to meeting next time, so that
87 other items could be put on the agenda, i.e. "Landscaping."

88 Mr. Damsell suggested the Board do a Site Walk to develop a punch list of items needing
89 attention and to prioritize safety concerns, such as a tree that needs to be cut down as it has
90 split and could shift and come down.

91 Mr. Damsell stated that he met with Piscataqua Landscaping & Tree Service and was waiting to
92 hear back from them.

93 Mr. Damsell met with Chris Kemp last Friday, who is a certified arborist and walked the
94 property. There were many areas that required pruning and an Ash, located before the White
95 Birch, that could be cabled but it is split and not going to heal. Mr. Damsell advised that ants,
96 disease, pests, storms and other concerns warranted cutting it down.

97 Mr. Damsell advised that there were some serious pruning needs, of dead limbs beside the
98 Maple tree and that the large Oaks could benefit from air spading due to the amount of foot
99 traffic over them, to give them some longevity.

100 Mr. Damsell reported another split tree between the school and Housing Authority, a Maple that
101 could be cabled.

102 Chair Ruffner suggested approval of a certain budget.

103 Mr. Damsell advised that having work scheduled toward the Winter months could generate a
104 discount.

105 Chair Ruffner suggested not waiting.

106 A member of the public who identified himself as Mr. Faber advised that one a safety concern
107 has been identified, the liability is there if something happens while waiting to correct it and
108 should contact the city attorney as well as concerning the responsibility to remove overhanging
109 limbs.

110 Mr. Hamel stated a budget of \$10,000.00.

111 Mr. Damsel advised that the Housing Authority may have to shutdown the sidewalk during the
112 work.

113 Chair Ruffner advised that the tree was half alive, there was still some green leaves, it was not
114 dead and asked how much to remove it.

115 Mr. Hamel stated that \$800 had been paid to remove two big limbs in the past. All were in
116 agreement that the work needed to be done now and be scheduled.

117 Chair Ruffner stated that she would like to see a proposal from Piscataqua prior to the work
118 being done. Mr. Hamel advised that an hourly rate would be less expensive and would allow
119 them to address things as they came across them, that a "branch by branch proposal would be
120 ridiculous." Mr. Damsell agreed.

121 Chair Ruffner asked whether there had to be competitive bidding and was advised that there
122 was a \$25,000 cutoff.

123 ***Mr. Hamel motioned to spend up to \$10,000 with Piscataqua Tree for tree pruning and***
124 ***removal. Chair Ruffner seconded his motion, with all in favor, the motion passed***
125 ***unanimously.***

126 Chair Ruffner will check with Jay to see if there is any funds leftover in the Town's tree budget.

127 Mr. Damsell recommended asking PEA if when they come in to do work if they would loan some
128 time to help with the removal.

129 Ms. Surman addressed concerns with a branch in the water. As the water didn't belong to
130 anyone, jurisdiction to remove it was questionable and wondered what could be done. "It
131 doesn't look great."

132 Mr. Damsell stated that the lawn area should be aerated, and split seeded annually as it sees a
133 lot of activity. Hillside Landscaping has a big machine that could do it. The cost when the area
134 between the boathouse and White Birch had been done was about \$1,500. Mr. Damsell will
135 reach out to get a price.

136 **NH Rocks**

137 Mr. Damsell raised concern about the painting and leaving of rocks in the grass lawns where
138 they could do damage. Chair Ruffner will attempt to reach someone at the website to see if
139 their safety/warning disclaimer could be improved upon. Mr. Damsell stated that he had earlier
140 posted a comment not to put rocks on the lawn.

141 **Damage to Granite Pillars and Construction Sign**

142 Mr. Damsell advised that he has been in touch with T Buck Construction concerning the
143 insurance claim for damage to the sign and pillars where the sign was backed into or dragged
144 and pushed into the pillars which bent and broke the rails so that 2-3 posts snapped off.

145 Mr. Damsell stated that it was too bad no one stepped up to take responsibility for the accident.

146 Chair Ruffner stated that the DPW, Wright Pierce and T-Buck had done a great job.

147 **Irrigation**

148 Mr. Damsell will attend Monday's meeting concerning irrigation.

149 Mr. Damsell stated that T Buck last Monday met with Matt Berube and Mike Graves at
150 Piscataqua concerning planting budget. Several trees were lost on river side and are not
151 wanted back on the sewer line so could use the funds to replace those lost on the river side.

152 December 1st or end of November they will pull the roads out.

153 Mr. Hamel advised that there was a concrete tank that he hadn't remembered seeing in the
154 plans but would check when he got home. Also, the grass mixture was not working out.

155 Chair Ruffner stated that she would like to go to the 1:00 meeting on Wednesday and since two
156 or more were going she would post it.

157 **Vegetative Buffer Norris Brook**

158 Mr. Damsell advised that the area was overgrown, not maintained and full of invasives that
159 could spread and is blocking view of the river and bench.

160 Chair Ruffner advised that a Site Walk should be done.

161 **NHMA November 15th – Trustees' Duties**

162 Chair Ruffner advised that the New Hampshire Municipal Association was hosting a lecture on
163 November 15th on the responsibilities of Trustees and that anyone who would like to attend
164 should let her know as soon as possible so that they can register. All three will attend.

165 **Public Comment:**

166 **Next Meeting Dates: *September 4th***

167 ***October 2nd***

168 ***November – training workshop – no public meeting***

169 **Adjournment:**

170 Chair Ruffner adjourned the meeting at 9:43 am.

171 Respectfully submitted,

172

173 Daniel Hoijer
174 Recording Secretary
175 (via *Townhallstreams.com*)