Town of Exeter 1 **Swasey Parkway Trustees Meeting** 2 October 24, 2018 3 6:30 PM 4 Wheelwright Room 5 6 **Approved Minutes** 7 Present were: Chair Florence C. Ruffner, Gerry Hamel, Mark Damsell and Anne Surman, Select Board Representative 8 9 1. Call to Order: Chair Ruffner called the meeting to order at 6:30 pm. 10 2. Approval of Minutes: 11 12 September 4, 2018 Minutes – Tabled 13 October 2, 2018 Minutes – Tabled 14 October 18, 2018 Minutes - Tabled 15 Mr. Hamel stated dates were incorrect and pages missing. Mr. Hamel requested to receive the draft minutes earlier so that he could review them. Chair Ruffner suggested tabling the minutes 16 17 of September 4, 2018. Chair Ruffner suggested the following amendments to the October 2, 2018 minutes: Page 1 cost of sugar maple, including planting and delivery for Mrs. Ganley is 18 19 \$466.00 on Line 33. In the section on landscaping Chair Ruffner will contact Mr. Graves (not 20 Staples), Strike Line 18, minutes were approved on 9/4/18. Mr. Damsell recommended changing Line 75 to Birani, Line 84 add "road" to if we need to close. Line 24 weekly 21 22 construction meetings have a quorum if two or more trustees attend and would need to be posted. Mr. Damsell recommended changing "Cornell" to "Connel." Line 57 should be 20' from 23 existing memorial tree. On the 3<sup>rd</sup> page, the trail sign would be located near the boathouse. 24 25 Line 122 there was no discussion about waiving fees for non-profits. Chair Ruffner disagreed about charging without voting to change the policy when they were not charged before. Mr. 26 Hamel disagreed this was discussed in April and will bring in the minutes. Anyone profiting from 27 28 use of the Parkway for an event, should pay the fee. Chair Ruffner suggested tabling the 29 October 2, 2018 meeting minutes to watch the tape again. Mr. Hamel stated that he just received the October 18, 2018 minutes today and would like more time to review those and get 30 31 them earlier next time. 32 3. Landscaping 33 34 Chair Ruffner spoke with Dave Short and the three memorial trees are going in tomorrow. 35

- 36 Mr. Damsell advised he had not heard back from Piscataqua about installing.
- 38 Chair Ruffner will contact Mr. Graves and ask what the schedule is.
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- 40 Chair Ruffner reported that Donna Buxton can't bring in the big tanker truck for watering and
- 41 called Mr. Perkins to see if they can bring in the smaller tanker.
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43 Mr. Hamel asked how the site walk went, if everything was staked. Chair Ruffner responded no. 44 it had rained the day before. 45 46 Mr. Damsell stated the planting will be on Norris Brook. Seven trees on the river side, Hawthorns and other flowering trees. 47 48 49 Andy Morrill went out and met with Mike Graves concerning landscaping at Norris Brook. 50 51 Chair Ruffner asked Mr. Damsell if he had any luck with Chris Kemp? - not yet. 52 Mr. Damsell stated he said he'd be in there pruning the 2<sup>nd</sup> week in November. 53 54 55 Chair Ruffner stated its time to get cleaned up and ready for winter. 56 57 Mr. Damsell reported someone has been cutting shrubs along the bank along the river and branches along the length of the sidewalk. They are not pruning correctly and leaving "eye 58 59 pokers" which could injure someone. Mr. Damsell recommended when the pruning is done by the tree service, to raise the canopy up. 60 61 62 Mr. Damsell reported some of the larger trees are showing stress near the construction access 63 roads and recommends spading, and aeration. Chair Ruffner recommended feeding the lawns. Mr. Damsell advised caution within so many feet of the water. 64 65 66 Chair Ruffner asked if everyone was ok with Mr. Damsell taking on the responsibility with: 67 supervision of the tree pruning by the access roads to the pump station and coordination of the air spading by the pump station. Mr. Hamel would like to see the aeration done from the 68 boathouse. Mr. Hamel agreed. 69 70 71 Mr. Hamel motioned to do the aeration of the lawn, and overseeding, from the boathouse 72 to the white birch at a cost of approximately \$1,500 with Hillside Irrigation. Chair Ruffner 73 seconded the motion, with all in favor, the motion passed unanimously. 74 4. New Hampshire Municipal Association – November 15, 2018 75 76 5. Other Business 77 78 79 Budget 80 81 Mr. Hamel advised that Budget season is approaching and reviewing the maintenance lines. 82 Mr. Hamel questioned \$323 in seasonal charges for the electrical for the Pavilion which hasn't been used and will ask someone at Town to look at what may be causing a draw. In 83 comparison, the charges for the street lights on the Parkway were \$440 and are on all night. 84 85 The LEDs installed two years ago are saving money. Chair Ruffner asked what the annual fees were for the electric for the Pavilion last year and why the Trustees were paying for that 86 when the Town took it over. The budget will be projected to be \$300 over. Mr. Hamel 87 88 explained the Town pays them for it anyway so it's a wash. Mr. Hamel recommended

- adding \$1500 to the budget which hasn't been increased for quite some time to cover the
- 90 aeration which hasn't been done for a few years.
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- 92 6. Public Comment:
- 93 Next Meeting Dates:
- 94 **7. Adjournment**:
- 95 Chair Ruffner adjourned the meeting at 7:10 pm.
- 96 Respectfully submitted,
- 97
- 98 Daniel Hoijer
- 99 Recording Secretary
- 100 (via ExeterTv.com)