

**Town of Exeter  
Swasey Parkway Trustees Meeting  
January 9, 2019  
Approved Minutes**

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

**1. Call to Order:** Chair Ruffner called the meeting to order at 5:00 pm.

**2. Fall Cleanup and Landscaping**

Mr. Damsel spoke with Piscataqua last week. There are two trees to do in the Spring and some stump grinding. On November 28<sup>th</sup> Ron Johnson from PEA Harris Day School cut down 3-4 trees.

Mr. Damsel spoke with Chris Kemp at the monthly construction meeting yesterday concerning blocking the road off while T-Buck commences work on the Parkway, and he will let the police department know.

Mr. Damsel provided the Board with copies of the Spring schedule from the construction meeting yesterday.

Mr. Damsel expressed concerns that the contracted Fall cleanup was paid for and not done. Mr. Damsel has reached out and his calls have not been returned. Chair Ruffner will attempt to contact them and the next step would be sending out a certified letter. Mr. Damsel will provide the contact information to Chair Ruffner.

Mr. Damsel will get a price for the stump grinding and estimates it will be \$1,000.

Chair Ruffner proposed that Mr. Damsel be given authorization to get the work done as there is \$6,500 left in the budget. Mr. Hamel agreed.

Mr. Damsel advised that a sign has been requested for the Swampscott River and recommended installing it low on the fence, so the view is not obstructed. Chair Ruffner will contact them.

***Mr. Damsel moved to approve the posting of the state sign in the area of the first crosswalk on the river side, attached to the fence. Chair Ruffner seconded the motion, with all in favor, so moved.***

Mr. Damsel recommended obtaining bids at the end of February. Mr. Hamel expressed concerns if members of the Board change in the interim.

Ms. Surman questioned who approved the payment for the Fall landscaping and suggested changing the wording in the contract to not send payment until work is complete. Chair Ruffner requested a copy of the contract. Mr. Damsel will provide a copy.

### **3. Approval of Minutes:**

#### **September 4, 2018 Minutes**

Line 20 was amended to reflect the date of the Site Walk minutes of August 27.

***Mr. Hamel moved to approve the September 4, 2018 minutes, as amended. Chair Ruffner seconded the motion, with all in favor, so moved.***

#### **October 2, 2018 Minutes – Tabled**

(point of order) Mr. Hamel wanted to discuss the policy for charging non-profits, referencing minutes of February 2018. Chair Ruffner recommended tabling the discussion and urged if the policy is changed it cannot be retroactive and must be voted on and was not.

#### **October 18, 2018 Minutes**

Line 20 should be 1997.

***Mr. Hamel moved to approve the October 18, 2018 minutes, as amended. Chair Ruffner seconded the motion, with all in favor, so moved.***

#### **October 24, 2018 Minutes**

Mr. Damsel recommended striking Line 48 “down by the Housing Authority.”

Andy Morrill met with Mike Graves concerning landscaping at Norris Brook.

Mr. Hamel recommended striking Lines 57-58.

Mr. Hamel recommended striking Line 12-13.

***Mr. Hamel moved to approve the October 24, 2018 minutes, as amended. Chair Ruffner seconded the motion, with all in favor, so moved.***

### **4. Other Business**

### **5. Public Comment:**

#### **Next Meeting Dates:**

### **6. Adjournment:**

Chair Ruffner adjourned the meeting at 5:55 pm.

Respectfully submitted,

Daniel Hoijer  
Recording Secretary  
(via *ExeterTv.com*)