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**Town of Exeter
Swasey Parkway Trustees Meeting
April 15, 2019
Approved Minutes**

Present were: Chair Dwane Staples, Florence C. Ruffner, and Mark Damsell

1. Call to Order: Chair Staples called the meeting to order at 5:00 PM.

2. Request from the Exeter PD to allow Service Dogs at August 8, 2019 Event

Detective Page requested the Trustees allow service dogs at their event on August 8, 2019. Chair Staples stated for the record that he was not against service dogs. Chair Staples inquired as to whether they would be bringing puppies or large dogs, if they would be confined to one area or moving about, whether there would be handlers and who was responsible for clean-up.

Detective Page indicated he would be working with Laura Parker from Hero Dogs. There would be puppies as well as adult dogs, maybe three moving about the Parkway and their handlers would be responsible for them. The service dogs were a good public draw to the event.

Mrs. Ruffner moved that the Exeter Police Department be allowed to bring service dogs to their event on August 8, 2019 in Swasey Parkway. Mr. Damsell seconded the motion, with all in favor, the motion passed unanimously.

3. Landscaping Bids

Chair Staples advised that he had contacted the contractor the Trustees agreed to award the landscaping contract to at the last meeting and was told he could not do the Parkway this year due to scheduling issues. Chair Staples reached out to the other bidders to see if they were still interested and able to provide the service and they all indicated they were.

Mrs. Ruffner asked whether the bids included Spring cleanup and extended thanks to Keith Whitehouse at Yeti Landscaping for donating those services to clean up the Parkway. Chair Staples indicated none of the bids included Spring cleanup.

Mrs. Ruffner indicated the Finance Department recommended having the contractor and chair both sign the agreement and will draft the letter to send to the contractor who did not do the Fall cleanup last year. Mr. Damsell noted he would prefer to see the funds paid to that contractor returned to the operating budget.

Chair Staples reviewed the remaining bidders:

- JLG of Portsmouth quoted \$395 per mow with \$995 for Fall clean up;
- Going Green of Greenland quoted \$400 per mow with \$2,500 for Fall clean up;
- Kyle Taylor of Exeter quoted \$450 per mow with \$2,500 for Fall clean up with 30 mowing services estimated;
- ASAP of Bow, NH quoted \$300 per mow with \$1,200 for Fall clean up and listed the Town of Brentwood as a reference; and
- Corey of Haverhill quoted \$600 per mow and \$2,000 for Fall clean up.

43 Mrs. Ruffner deferred to Mr. Damsell and Mr. Staples decision as they have done this work in
44 the Parkway before and have a better understanding what is reasonable. Mr. Damsell stated he
45 was in favor of someone local who could step in if an event were scheduled or something was
46 needed; that the charges for Fall clean up seemed the most reasonable, it was a lot of work, he
47 took note of how many men Yeti brought in to do all the leaves and the number of man hours
48 and did not see how it could be done or \$995 or \$1,200. Chair Staples agreed, although he
49 noted 30 mows seemed a lot. Mrs. Ruffner asked if it was included in the contract which day
50 the contractors would do the mowing so it didn't conflict with the Farmer's Market or other
51 events. Chair Staples would like to be sure they meet to go over expectations.

52 ***Mr. Damsell motioned to hire Kyle E. Taylor for the 2019 season for his quoted price \$450***
53 ***per visit and \$2,500 for Fall clean up to be signed by Kyle Taylor and the Chair of the***
54 ***Swasey Parkway Trustees for this year's mowing bid and Fall clean up. Mrs. Ruffner***
55 ***seconded the motion, with all in favor, the motion passed unanimously.***

56 **4. Other Business**

57
58 Chair Staples reminded the Trustees that they will go over the list of projects and goals at the
59 next meeting.

60
61 Mr. Damsell spoke to Matt Berube concerning the sunken trench line and seeding issues. A
62 temporary force main may be installed and require removal of the maple tree. The broken rails
63 will be repaired.

64
65 Mr. Damsell reported the porta potty was delivered Friday and the cost for a handicapped porta
66 potty is \$95.00.

67
68 Mr. Damsell would like to draft a Letter to the Editor thanking Yeti for donating their time as well
69 as Stratham Circle Nursey who donated mulch and Bjarni Brown and the Key Club who donated
70 their time to help distribute the mulch and clean up trash along the Parkway. Mrs. Ruffner will
71 draft the letter.

72
73 Mr. Damsell reported Piscataqua has sent their invoice for the tree removal and stump grinding
74 for \$6,375 remaining of the \$10,000 approved last year by the Trustees.

75
76 Mrs. Ruffner reported the loose bricks from last year have now gone missing, leaving a rut
77 which is a tripping hazard. Mr. Damsell will reach out to the DPW.

78
79 Mr. Damsell would like to do something to thank the crew at Yeti for their services and proposed
80 a pizza lunch.

81
82 Chair Staples thanked Mr. Damsell and all who volunteered to help on Sunday and for reaching
83 out to Yeti, who he can't say enough how much he appreciates what they did. Mrs. Ruffner will
84 email Mrs. Corson to ask the Select Board to publicly thank them.

85

86 **5. Next Meeting**

87 Chair Staples scheduled the next meeting of the Swasey Parkway Trustees for Monday, April
88 29, 2019 at 5:30 PM.

89 **11. Adjourn**

90 ***Mr. Damsell moved to adjourn the meeting. Mrs. Ruffner seconded the motion. With all***
91 ***in favor Chair Staples adjourned the meeting at 5:38 PM.***

92 Respectfully submitted,

93

94 Daniel Hoijer
95 Recording Secretary
96 (via *ExeterTv.com*)