

**Town of Exeter
Swasey Parkway Trustees Meeting
February 26, 2020
5:30 PM
Approved Minutes**

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

1. Call Meeting to Order

Chair Staples called the meeting to order at 5:30 PM and introduced the Trustees.

2. Public Comment

None.

Old Business

3. Approve Meeting Minutes

February 26, 2020

Edits were made to Line 29

Mr. Damsell motioned to approve the minutes of the February 26, 2020 meeting, Chair Staples seconded with the edit and motion passed unanimously.

4. New Bench Application – Gladys Westerberg

Chair Staples indicated he received a new bench application for Gladys Westerberg. The meeting minutes of November reflect the Trustees will be holding off on future bench applications pending the drafting of a Master Plan which will be revisited this year. Chair Staples will contact the applicant, who is the son and let him know.

5. Tardiff Bench Update

Mr. Damsell indicated he did some research and has not had any luck contacting relatives for the Jos & Olive Tardiff memorial bench which is wobbly and has some cracks in need of repair. He has left information with Barbara at the Historic Society and also researched in Auburn NH. The only relative he has not contacted yet lives out of state. Mrs. Ruffner recommended posting on social media.

6. Bench Maintenance Update

Mr. Damsell indicated the Cole Leaf bench by the big white birch and pavilion needs some work to the back slats which are engraved. 6-8" have snapped off. Mr. Damsell contacted Langdon Plumer who stained some of the benches who reached out to the SST Club who unfortunately don't have the router necessary to engrave it. Mr. Plumer will take pictures of it and send to the

folks at Riverwoods who may be able to do the engraving. Mr. Damsell will remove the slat and contact Mr. Plumer about the stain color.

Chair Staples asked Mrs. Ruffner if there were any bench applications that needed to be signed. Mrs. Ruffner believes they are going to Greg & Melissa at Parks & Recreation. Mrs. Ruffner provided her copy of the Swasey map to Mr. Damsell.

7. Request for SST Tree Five-Year Tree Inventory

Kathy Corson of the Select Board received an email from the SST Club about inventories town-wide for new trees planted in the last five years. Chair Staples reviewed last year's minutes and reached out to Matt Berube of Piscataqua for more information. He doesn't have the information from Stratham Nursery. Mrs. Ruffner noted Dave Short would know. Mr. Damsell indicated he had a pretty good idea. Mr. Damsell wondered if this had to do with the Town's affiliation with the USA Tree Program. Chair Staples noted this would be good to work on this year in addition to the Master Plan.

8. Request for Angel of Hope Monument – Tears Foundation

Chair Staples indicated he received a request from the Tears Foundation to place an Angel of Hope Monument in the parkway which they would fund the maintenance of. There are about eight monuments across the country to memorialize infants who passed away. Mrs. Ruffner noted it was a nice thing to have but the Trustees agreed memorials in the parkway would be limited to those affiliated with Exeter so the parkway may not be the place. Mrs. Ruffner recommended reaching out to Greg from Recreation to see if any of the parks might be more suitable. Chair Staples will reach out to Greg. Mr. Damsell noted there are already four or five memorial benches in the parkway for Exeter families who have lost children at birth.

9. Maintenance Contract & Bids

Chair Staples indicated that he reworked the contract and provided copies with the changes highlighted. Mr. Damsell noted the date in the first paragraph should be changed. Chair Staples indicated it was just a placeholder for now. Mr. Damsell recommended putting it in the newsletter in the next two weeks.

Mr. Damsell recommended changing all to mow and the Trustees may postpone or cancel a scheduled mowing. Chair Staples indicated he preferred not to add cancel.

Chair Staples noted he changed the mowing height to 3."

Mrs. Ruffner asked about fall cleanup as the last two seasons have been missed due to early snowfall.

Chair Staples added back in the spring clean up as Earth Day is late April and probably too late. Chair Staples put the pruning language back in noting the previous trustees had included specifics of what they wanted. Chair Staples added #3 "if needed."

Chair Staples noted Wednesdays were probably the best day for mowing since the Farmers Market is Thursday and the parkway gets pretty busy by Friday.

The Trustees agreed the date for the bids would be Monday, March 30th at 4:00 PM. Chair Staples will talk to Pam about getting it in the newspaper by Friday, March 6th.

10. Porta Potty

Mr. Damsell observed a lot of people using the parkway recently with the warm weather and recommended reaching out to have the handicapped porta potty put in the first week of March and agreed to be responsible to clear a path in the event there was more snow.

Chair Staples motioned to authorize Mr. Damsell to schedule the porta potty installation for March 2nd. Mrs. Ruffner seconded the motion. With all in favor, the motion passed unanimously.

11. Fence Repairs

Mr. Damsell indicated he had a \$498 estimate for repairs to the 100' section of fence by Water Street from AAA Fence of Dover, NH who had installed it. Mrs. Ruffner indicated she observed other sections of fence that may need repair.

Chair Staples motioned to approve the fence repair for \$498 with AAA Fence and to authorize Mr. Damsell to have AAA provide estimates for other sections in need of repair. Mrs. Ruffner seconded the motion. With all in favor, the motion passed unanimously.

12. GFWC Plaque

Chair Staples indicated he has been contacted by the GFWC concerning the memorial plaque. They are proposing an 11"x16" plaque to be engraved on a paver stone purchased at Home Depot and asked if there were any standard requirements. Mrs. Ruffner noted the Trustees had previously agreed the memorial plaques would be granite for consistency. Chair Staples will reach out and let them know. They are coming in March and hope to do the dedication in April or May.

Mrs. Ruffner recommended in addition to putting this information in the proposed Master Plan that it would be a good idea to show what the plaques and benches look like on the website, so folks are not guessing about the requirements. Adding the sizes and where they can be purchased would be helpful.

Mrs. Ruffner asked the status of the Master Plan. Chair Staples has had some discussions with Town Manager Russ Dean and noted things are on hold until after elections to see who their next Select Board representative will be as Mrs. Corson will not be running again.

Mrs. Ruffner noted she is also not running again and thanked the other Trustees for a pleasing and peaceful year as service. A lot got done. Chair Staples thanked Mrs. Ruffner for her years of service to the parkway and also to Selectwoman Corson for being their representative and wished them the best of luck in their future endeavors.

13. Next Meeting Date/Adjourn

Next Meeting – March __, 2020 at 5:30 PM

Chair Staples motioned to adjourn the meeting at 6:18 PM. Mrs. Ruffner seconded the motion. With all in favor, the motion passed unanimously.

110 Respectfully submitted,

111

112 Daniel Hoijer

113 Recording Secretary

114 (via *ExeterTv.com*)