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**Town of Exeter
Swasey Parkway Trustees
Virtual Meeting
June 30, 2021
Approved Minutes**

7 **1. Call Meeting to Order:** Chair Staples called the meeting to order at 6:00 PM.

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9 **2. Introductions:**

10 **Present were:** Chair Dwane Staples, Vice-Chair Darius Thompson, and Dave Short.

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12 **3. Public Comment:**

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14 **4. Approve Meeting Minutes 2/25/2021, 2/26/2021, 3/28/2021, 4/7/2021 and**
15 **4/28/2021**

16
17 ***Chair Staples motioned to approve the February 25, 2021 Site Walk minutes as amended.***
18 ***Mr. Short seconded the motion. A vote was taken, all were in favor, the motion passed***
19 ***unanimously.***

20
21 ***Chair Staples motioned to approve the February 26, 2021 meeting minutes. Mr. Short***
22 ***seconded the motion. A vote was taken, all were in favor, the motion passed***
23 ***unanimously.***

24
25 ***Chair Staples motioned to approve the March 28, 2021 meeting minutes. Mr. Short***
26 ***seconded the motion. A vote was taken, all were in favor, the motion passed***
27 ***unanimously.***

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29 ***Mr. Short motioned to approve the April 7, 2021 virtual meeting minutes. Mr. Thompson***
30 ***seconded the motion. A vote was taken, all were in favor, the motion passed***
31 ***unanimously.***

32
33 ***Mr. Short motioned to approve the April 28, 2021 Site Walk minutes. Mr. Thompson***
34 ***seconded the motion. A vote was taken, all were in favor, the motion passed***
35 ***unanimously.***

36
37 **5. Use of Parkway**

38 Chair Staples noted some of these items may overlap with the discussion concerning meeting
39 with the Select Board.

40 Chair Staples reported receiving numerous emails complaining about the noise level during
41 concerts on the Parkway. One email stated, "people need to remember they are playing to the
42 people in the Parkway and not the rest of the Town." An abutter raised the same issue at a
43 2019 meeting. A copy of the recent email was forwarded to the Select Board representative.

44 Mr. Short agreed consideration needs to be shown to the neighbors. They should not feel the
45 need to leave their homes during events. Duration is also an issue. The role of the Trustees
46 needs to be defined. Chair Staples noted there was a MOU in 1979. Mr. Short noted there
47 should be more communication with the Trustees not just concerning the uncomfortable issues.

48 Mr. Thompson agreed the concerts are very loud. Duration and frequency of the events over
49 the season is an issue. There were nine concerts scheduled this year. Mr. Thompson
50 questioned what the degree of commercialization should be outside of being a public park.
51 What level of planned activities? Chair Staples noted the Parkway is due for renovations and
52 some common ground needs to be reached with the Select Board so that the Parkway is not
53 overused and can remain an attractive green space. Mr. Short agreed, a balance needs to be
54 struck.

55 Mr. Thompson asked about enforcement. On one occasion he questioned a police officer about
56 the \$100 fine posted for no dogs on the Parkway and who enforces this and was told the
57 Trustees.

58 Mr. Thompson noted there are a lot of vendors attending events and long extension cords are
59 being plugged into the lamp post which is a safety concern. Outlets should be locked. Mr.
60 Thompson asked who was paying for the electricity and Chair Staples noted the Trustees are
61 billed for the electricity. There is nothing in the approval forms concerning use of electricity. A
62 topic of discussion with the Select Board could be addition of a service fee in the event
63 applications. The Trustees could ask the Budget Committee for information concerning the
64 actual bill history to come up with an appropriate fee. Chair Staples noted use of the pavilion is
65 part of use of the Parkway and is a Town building. There was a lot of restructuring of fees in
66 2018/2019 and the Trustees may need to ask the Select Board to revisit that. Mr. Thompson
67 noted various documents don't line up and questioned who raised the funds to build the
68 pavilion.

69 Mr. Damsel recommended a separate fee for use of the pavilion and Parkway. People should
70 be charged so that maintenance can be kept up. Mr. Thompson noted free use of the Parkway
71 to operate a business goes against the intent, especially when spaces are being divided up and
72 then rented out by the uncharged user for a fee to others. Mr. Thompson noted the lawn has to
73 be reseeded every year after a large event and there should be funding to offset that cost.
74 Chair Staples noted the Beer & Chili Fest donated \$2,000 in the past.

75 The Trustees discussed the road closure. Mr. Short noted he supported the closure in that it
76 should not be a through street, but access is needed for those with mobility issues. The north
77 end could be open to drive in. Mr. Thompson noted when the sewer project was going on Mr.
78 Damsel had recommended getting a grant and creating a small, handicapped access by the
79 pump house. The other section could remain closed to keep people from speeding. The
80 Parkway is closed at dusk. Mr. Short recommended bringing barricades to the block house
81 driveway to make a turnaround with no money involved, as a trial run for a few months and to
82 remove the ugly orange barriers. Chair Staples noted he was not opposed to a trial and would
83 like to see a one way from Newfields end. Mr. Short noted while it is not the Trustees' decision,
84 they can make the recommendation. Mr. Thompson noted there could be a warrant article.

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87 **6. Meeting with Select Board**

88 Chair Staples will put together a list of questions and items for discussion with the Select Board
89 when they meet with the Trustees including:

- 90 • Use of the Parkway
- 91 • Role and Responsibilities of Trustees
- 92 • Donations

93
94 Chair Staples noted the Trustees would like to know what account donations go to. The
95 Yoga business donated \$400 for a couple of trees. The Tree Committee would like to
96 donate a tree. A bench donor wants to have perpetual care for a bench and
97 maintenance in front of the bench and bricks and a tree. Another family of a donor
98 bench was not able to be contacted concerning replacement.

99
100 Mr. Thompson noted during his role on the Christmas Parade Committee the Town had
101 an account to offset the costs of the parade with controls in place. The fund could be
102 deposited into. The Town budget was utilized so it would not be lost before accessing
103 the donated funds. The Trustees should have the ability to set up an account and
104 monitor activity and donations for specific purposes should be identified separately, not
105 mingled with other funds and be able to be tracked with an individual line item.

- 106
107 • Master Plan/Renovations

108
109 Chair Staples noted no more bench applications are being accepted until there is a
110 Master Plan. Mr. Damsel will provide a copy of the catalogue to show other colors
111 available besides gray.

112
113 Chair Staples noted the Parkway is due for renovations.

114 Mr. Short noted the pavilion roof and pillars needed renovation and the Trustees began
115 the process and then it was taken away from them. The work has still not been done.
116 There needs to be a cooperative effort.

117

118 **7. Set Site Walk Date for Tree Work**

119 ***Mr. Thompson motioned to have a site walk on Wednesday, July 7, 2021 at 5:30 PM to***
120 ***mark trees proposed for removal. Mr. Short seconded the motion. A vote was taken, all***
121 ***were in favor, the motion passed unanimously.***

122 Chair Staples noted an information session, recommended by Mr. Thompson, concerning tree
123 removal could be taped after the trees have been marked. Removed trees could be replaced by
124 donation.

125 ***Mr. Short motioned to contact tree companies after the site walk, who have done work for***
126 ***them before, a minimum of three bids. Mr. Thompson seconded the motion. A vote was***
127 ***taken, all were in favor, the motion passed unanimously.***

128 Chair Sharples recommended laying out bid specifications.

129

130 **8. Other Business**

131

132 **9. Adjourn**

133 **Next Meeting Date:** Wednesday, July 21, 2021 at 6:00 PM

134 The Trustees agreed to return to meeting on the third Wednesday of the month at 6:00 PM. Mr.
135 Short noted he would not make the August meeting.

136 ***Mr. Thompson motioned to adjourn the meeting at 7:11 PM. Mr. Short seconded the***
137 ***motion. A vote was taken, all were in favor, the motion passed unanimously.***

138 Respectfully submitted,

139

140 Daniel Hoijer
141 Recording Secretary
142 (via *ExeterTv.com*)