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**Town of Exeter  
Swasey Parkway Trustees Meeting  
Wheelright Room  
October 17, 2023  
5:00 PM  
Approved Minutes**

7 **1. Call Meeting to Order:**

8  
9 Chair Staples called the meeting to order at 5:01 PM and introduced the members who were  
10 present

11  
12 **2. Introductions:**

13 **Present were:** Chair Dwane Staples, Vice-Chair Darius Thompson, and Select Board  
14 representative Niko Papakonstantis

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16 **3. Public Comment**

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18 Chair Staples asked if there were any comments from the public. Doug Eastman thanked the  
19 Trustees for all their work on the Parkway.

20 **4. Approve Minutes 9/20/23**

21 *Mr. Thompson motioned to approve the September 20, 2023 meeting minutes. Chair*  
22 *Staples seconded the motion. A vote was taken, all were in favor, the motion passed*  
23 *unanimously.*

24  
25 **5. Update on no dog sign**

26 Mr. Thompson reported the stencils were completed and he described the multiple entrances  
27 and areas where the stencils were painted. He reminded that there are no dogs allowed in any  
28 of the Town parks and violations are subject to a \$100 fine. He noted there is an area open  
29 across the river where dogs can be walked and encouraged visitors to curb their dogs and clean  
30 up after.

31 Chair Staples thanked Mr. Thompson for all of his hard work on the signs and for painting all of  
32 the locations.

33 **6. Turnaround**

34 Chair Staples reported that he contacted the Trustees to let them know the area had been  
35 staked. Mr. Short indicated he had no issues. Select Board Chair Representative  
36 Papakonstantis noted the Select Board will get together with the Trustees in November to  
37 discuss the proposal and feedback will be welcomed from the public.

38 Chair Staples noted that there was some feedback about the porta potty near the Oak Tree and  
39 he indicated the porta potty would not likely do any damage to the tree. He noted the porta  
40 potty would remain until the work continues on the siphon project in a couple of months. The  
41 road will remain closed for the same reason.

42 **7. Tree Donation**

43 Chair Staples thanked the Tree Committee and Steve Jones for the donation of three Liberty  
44 Elms which were planted at the Parkway by the pavilion between the roadway and sidewalk.  
45 He noted they are small and protected by black piping. Select Board Chair Representative  
46 Papakonstantis noted he is also the representative of the Tree Committee and recognized the  
47 Committee and Steve Jones for the donation of 15 trees in Town. Chair Staples indicated there  
48 were large trees which would need replacing if they wish to donate more of them in the future.

49 **8. Planting along fence behind Harris Center and Tree and Shrub Pruning**

50 Chair Staples reported the stumps have been ground, and the sidewalk area was paved. Mr.  
51 Thompson noted the area looks good. Chair Staples indicated plant material will be selected to  
52 put along the fence.

53 **9. Tree Pruning**

54 Chair Staples reported tree pruning is ongoing. There are a couple of trees by the block  
55 building that will need to be replaced but the ground is very wet there so they will wait until  
56 winter.

57 **10. Parkway Landscape maintenance bid dates/Next Meeting Date**

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59 Chair Staples indicated the Trustees have put the bid out for Parkway landscape maintenance  
60 and thanked Pam McElroy for her assistance with putting the information in the newspaper and  
61 webpage. He noted that he notified the current contract that bids were being sought. He  
62 thanked Mr. Damsell for posting the information at John Hayden's Equipment.

63  
64 Chair Staples indicated that the Trustees will open bids at 4 PM in Pam's office, before their  
65 next meeting on November 15<sup>th</sup> at 4:30 PM. There will be no December meeting.  
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67 **11. Other Business**

68  
69 Mr. Thompson noted he while he was painting the signs at the Parkway on Sunday an event  
70 was being set up and the organizer questioned whether they could use both entrances and he  
71 cautioned about the gate being left open so that traffic does not go through and witnessed a  
72 truck come in. He reminded users to please station someone at the gate if it is to be opened to  
73 set up an event so that people will not think it is open to traffic and use it as a cut through, or be  
74 a safety issue. He asks the Highway Department likewise to replace the barrier when they  
75 come through.  
76

77 Chair Staples noted the Parkway has an event calendar which is now posted so he hasn't had  
78 the calendar sent to him for about a year now. Select Board Chair Representative  
79 Papakonstantis indicated he will see what he can do to assist with that. Mr. Thompson  
80 indicated a reminder sent two weeks before an event would be helpful.  
81

82 Chair Staples reported that he discovered grubs on the lawn on the Newfields end on the other  
83 side of Norris Brook and contacted Biospray to treat them before it rains. He noted three areas  
84 and that he got permission from Kristen Murphy to apply fertilizer to those areas only.

85 Chair Staples reported that an irrigation leak was discovered on the Water Street side and  
86 thanked Steve Dalton and Steve Tucker for a quick temporary fix. The lines will have to be  
87 blown out and a permanent fix will be made. The irrigation contractor will be out on Friday. Mr.  
88 Thompson recommended mapping out what was there. Chair Staples indicated some work  
89 would need to be done if they proceed with the water bottle filler.

90

91 ***Mr. Thompson motioned to get a good assessment and identify what is there and where***  
92 ***and make a plan for next year to make necessary replacements. Chair Staples seconded***  
93 ***the motion. A vote was taken, all were in favor, the motion passed unanimously.***

94

95 Chair Staples thanked the Highway Department for going in with the flail mower on the mini  
96 excavator and putting planks down to mow on the other side of the fence.

97

## 98 **12. Next meeting date**

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100 Chair Staples noted the next meeting would be on November 15<sup>th</sup> at 4:30 PM.

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## 102 **13. Adjourn**

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104 ***Mr. Thompson motioned to adjourn the meeting at 5:29 PM. Chair Staples seconded the***  
105 ***motion. A vote was taken, all were in favor, the motion passed unanimously.***

106 Respectfully submitted,

107 Daniel Hoijer  
108 Recording Secretary  
109 (via *ExeterTv.com*)