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**Town of Exeter
Swasey Parkway Trustees Meeting
Joint Meeting with Select Board
Novak Room
November 20, 2023
7:00 PM
Approved Minutes**

1. Call Meeting to Order:

Chair Staples called the meeting to order at 7:10 PM and introduced the members who were present

2. Introductions:

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

Others Present: Select Board Chair Niko Papakonstantis, Select Board Vice-Chair Molly Cowan, Select Board Representative Julie Gilman, Clerk, Select Board Representative Nancy Belanger, Town Manager Russell Dean, Assistant Town Manager Melissa Roy and Paul Vlasich, interim Town Engineer

3. Meeting with Select Board to discuss Swasey Parkway

Chair Papakonstantis noted that there was a warrant article to discontinue Swasey Parkway two years ago and the Select Board is meeting to collaborate with the Trustees concerning the next steps. He noted DPW and Town Manager Russell Dean have put a lot of work into consideration of the turnaround design.

Paul Vlasich noted that he has developed a sketch and staked that design out conceptually in the field. He noted there were two potential designs, the cul-de-sac and a hammerhead and the intersection consultant looked at it. The cul-de-sac design was preferred as it did not cause vehicles to pull in or back out to turnaround. The design was reviewed with the Town Manager and Assistant Town Manager and includes grading and stormwater runoff. The Town has a contractor onsite for the siphon project who provided an estimated cost and is available to do the work now or wait until spring. The finish paving would be done in the spring. The entry would begin at the drive to the brick building and be 18" wide and allow for a larger vehicle or box truck. The drive would be conventional gravel with 3" pavement pitched to center and in the center would be a rain garden so there would no additional runoff to the river. Some curbing would be relocated but is not proposed around the turnaround. The estimated cost is \$83,000. There will be parking along the drive but there is no fence included, just the turnaround, raingarden and drainage.

Ms. Belanger asked how many parking spaces and Mr. Short estimated there could be 50-100. Handicapped access was discussed and Mr. Vlasich indicated there may need to be additional cost for that.

46 Ms. Belanger asked if the quote would be good until spring and Mr. Vlasich indicated it would
47 be.

48
49 Ms. Belanger questioned whether changes could be done in-house.

50
51 Mr. Short asked if DPW had talked to other contractors, and he indicated they did not and were
52 not intending to. Mr. Vlasich noted the Town was fortunate to have someone familiar with the
53 area onsite, who could do the work in the spring. Chair Papakonstantis agreed that getting
54 contractors has been an issue and the taxpayers have already been waiting two years and he
55 did not want to see the project delayed six or seven years. Mr. Vlasich noted an RFP would
56 cost an additional \$15,000. Mr. Papakonstantis noted Mr. Vlasich is far too busy with other
57 DPW projects to do the design himself.

58
59 Mr. Thompson asked if there were other designs looked at that minimized the impact to green
60 space. Mr. Vlasich noted the hammerhead design would impact less but was not favored for
61 the reasons given. Mr. Thompson asked if there was any likelihood the area would be impacted
62 with future projects and Mr. Vlasich noted there was none on the horizon he knew of. He noted
63 electrical and sprinkler system are in the area. Mr. Thompson asked about snow removal and
64 Mr. Vlasich noted there would be room. He recommended there be a right turn only onto
65 Newfields Road or some signage.

66
67 Mr. Staples raised concerns about drainage which is already an issue by the block building and
68 very wet now. Mr. Vlasich noted the drainage would be repaired when the project begins.

69
70 Mr. Staples asked the plant material for the rain garden and Mr. Vlasich described it as crushed
71 stone and sand with most likely grass. Mr. Staples noted this would become a maintenance
72 issue and questioned who would maintain it. It was agreed the Trustees would maintain the
73 interior space and be consulted with on plantings or grass. The mowing could be part of their
74 mowing contract. Plantings can become part of their pruning contract.

75
76 Select Board Chair Papakonstantis recommended as the Trustees don't have a December
77 meeting to take the matter up at their January meeting to plan for the work in the spring.

78
79 Representative Chartrand asked if there were any citizen's petitions coming. Mr. Staples
80 indicated there were none that he was aware of nor was he considering putting one out there.
81 Select Board Chair Papakonstantis reviewed the judge's order that the roadway be discontinued
82 and noted the roadway is discontinued. He asked Mr. Vlasich if the siphon contractor had
83 experience with this type of project and he indicated that they did.

84
85 Mr. Thompson asked how the project would be funded. Town Manager Dean indicated there
86 were two possibilities, ARPA and Road Aid. Road Aid for 2023 has \$84,810 available. ARPA
87 has \$232,851 but may have some of that going toward other projects.

88
89 The Board discussed the possibility of outside curbing and the additional cost and the need for
90 it. Mr. Staples recommended a hybrid shoulder as curbing would create maintenance and
91 plowing issues. Parks & Recreation recommended having safety bollards, so vehicles don't
92 plow into the crowd.

93 The Board discussed the gates and proposed locations. Mr. Staples expressed concerns with
94 safety vehicles being able to get in and recommended a spring-loaded obstacle. He noted he
95 took a hard line with the gate not going past the pavilion in accordance with the order. Mr. Short
96 disagreed for safety reasons. Mr. Thompson recommended it be part of the permitting process
97 that the gate be manned. He also recommended a more cost-effective painting or jersey
98 barrier.

99

100 Select Board Chair Papakonstantis asked if the Board would like to wait until spring and
101 whether they would like a second or third quote. Ms. Gilman indicated she preferred to wait
102 until spring and have a better product now that the ground is freezing. Mr. Chartrand indicated
103 he would wait until spring so that the Boards could have more collaboration time. He asked Mr.
104 Vlasich if the bid seemed reasonable and he indicated it was a decent number.

105

106 Select Board Chair Papakonstantis asked Mr. Vlasich to get something together to move
107 forward in the spring with this contractor and noted he would be at the Trustees' meeting in
108 January to discuss the middle area of the turnaround and to update on the contractor and get
109 public comment.

110 **4. Adjourn**

111 ***Chair Staples motioned to adjourn the meeting at 8:14 PM. Mr. Short seconded the***
112 ***motion. A vote was taken, all were in favor, the motion passed unanimously.***

113 Respectfully submitted,

114 Daniel Hoijer
115 Recording Secretary
116 (via *ExeterTv.com*)