

**MINUTES OF THE
DEPOT VILLAGE ADVISORY COMMITTEE (DVAC)
REGULAR MEETING OF April 16, 2025
Salem Town Hall, 33 Geremonty Drive, Salem, NH Knightly Room**

PRESENT: Crayton Brubaker, John Vogl, James Danis, Cindi Woodbury, Larry Belair

Also Present: Paul Pelletier, Beverly Glynn, Howie Glynn, Gail Coleman, Pat Good, Katie Duffey, Dave Topham, Bob Dennis, Gordon Leedy, Jacob LaFontaine

CALL TO ORDER: Mr. Brubaker called the meeting to order at 3:00 pm

Review 2nd Draft Concept Plans and Discuss: Mr. Leedy from Tighe & Bond presented the 2 revised conceptual plans; he noted these were still works-in-progress. Mr. Leedy went through each section of the plans and described the programmatic elements of each. He noted that the existing masonry and architectural elements of the existing Depot building housing the Chamber of Commerce will be used for any new buildings. He noted that the prominence of the existing building and the veteran's plaza will continue to be the focal point of the Depot Park. The parking was reconfigured to be one way in and one way out. The second plan had some minor changes to the food trucks, event lawn area, parking, removal of the rental space, etc.

Ms. Glynn discussed options for food and drink concessions and potential revenue sources for maintenance of the park. The Committee discussed the logistics of food trucks and what other communities do with food trucks in public park areas. Mr. LaFontaine noted that food trucks generally activate public spaces. The Committee discussed the logistics of the potential lease space. Mr. Pelletier noted his support for historical signage and a potential caboose. The Committee discussed traffic situations and potential issues and signage that may be helpful. Mr. Brubaker relayed Ms. Corinne Gordon and Mr. Jimmy Koczat's comments to the Committee – including support for musical instruments, bathroom meetings, the caboose, bike racks, etc. Mr. Topham discussed a potential trolley car rather than a caboose. The Committee discussed the status of parking options. The Committee discussed the potential for a fountain and a gazebo in front of the Chamber.

Mr. Brubaker began a series of discussions to gain consensus with the Committee on what programmatic elements in the Depot Park would be supported or not supported going forward. This included:

- Proceeding forward with a gazebo, patio, and or fountain structure in the northern parcel along NH Route 28
- Having gardens and open space in the northern parcel along NH Route 28
- Signage and benches throughout the park working in coordination with the Friends of the Salem Bike Ped Corridor
- Switchback ADA ramps on the northern parcel and southern parcel along NH Route 28, including an option for walking bikes up
- Keeping the proposed parking spaces along NH Route 28 and the existing parking along Central Street, noting that the long-term lease with the Tuscan parking lot across Central Street

- Proposed bathroom structure, storage room, and lease space as shown in the diagonal L-shaped building with architectural features similar to the existing Depot Chamber building
- Playground area at the former China Star lot
- Musical instruments throughout the park
- Picnic benches and bike racks as shown on the plans
- Potential 'Welcome to Salem Depot' arch signage over the trail
- Parking configuration and signage to alleviate traffic concerns along NH Route 28, including one way in and one way out traffic patterns
- Winding sidewalk on the southern side of the parcel that connects to the Salem Bike Ped Corridor
- Display arcade or caboose space
- Dedicated space for food trucks, seating, and trees for shade

Mr. Danis provided an update on the upcoming topographical map and survey and lot line adjustment plans with the potential land swap for Liberty Utilities.

Veterans Plaza Update: Mr. Danis provided an update on the Veterans Plaza. He met with Mr. Sorenson and Mr. Benson on site regarding the project.

Minutes: *Mr. Belair made a motion to approve the minutes of March 19, 2025.*

The motion was seconded by Mr. Vogl.

ROLL CALL VOTE: 4-0-1 (Mr. Brubaker, Mr. Vogl, Mr. Danis, Mr. Belair voting in favor; Ms. Woodbury abstaining)

Motion passed.

The next meeting will be on **Wednesday, May 21, 2025 at 3pm.**

Adjournment: *Mr. Vogl made a motion to adjourn at 4:18 pm.*

The motion was seconded by Mr. Belair.

VOTE: 5-0-0 (Mr. Brubaker, Mr. Vogl, Mr. Danis, Ms. Gordon, Mr. Belair voting in favor)

Motion passed unanimously.

Meeting adjourned at 4:26 pm.

Minutes by: Crayton Brubaker, DVAC Co-Chair