

**Tavistock Civic Association
Board Meeting Minutes
1/11/2024
Zoom Meeting**

In attendance: Annie Baker, Brad Haines, Carol Roth, Dave Gazzillo, Tim Wilson, Frank Maderich, Charlotte Rouviere, Steve Bozzo, María José Pacheco, Rose Passarella, Eileen Measley, Rob Measley.

The President led the meeting, and called it to order at 7:05 PM.

Treasurer's report

The Treasurer presented the most recent report and highlighted the following items:

- There is \$12,668.68 balance; total expenses year-to-date are \$35,416.07
- There has been an increase in the Circle maintenance charges
- There was \$9900 in tree planting and \$21,825 in tree removal/maintenance. Of that, homeowners paid \$13,111.00 in reimbursement for tree removals.
- The treasurer's report is attached.

Carol motioned to approve the treasurer's report, and Rose seconded the motion. The treasurer's report was approved by unanimous vote.

Committee reports

Street tree care

- No Current Activities

Columbia Place

- No current activities

Deed restrictions

- No current activities

Swales and stormwater drains

- Sinkholes discovered in Tavistock
 - Eileen gave this detailed report: On October 7, 2023, I was contacted by a neighbor on Severn Rd. The neighbor reported the development of a sinkhole in their side yard. Frank Maderich and I went over the check things out and to see if we could point the homeowner in the right direction, to make the necessary repairs. We discovered that there were actually three sinkholes in the side yard running along a large drainage pipe leading to the street storm drain. I had seen this before in 2010 or 2011 adjacent to our home. With a few follow up calls to DelDot, they came out and made the necessary repairs back then. This time they said that they couldn't repair it because it was on private property.
 - I asked Stewart Douglass from DelDot to come out to the Severn yard and explain to us, what the issue was and what could we advise our homeowners to do about it. The DelDot engineers arrived and were quickly joined by Andy Bowman of the Conservation District. Andy explained that in 2012 DelDot relinquished responsibilities to maintain and repair these underground drainage systems, this was done without public disclosure or legislative knowledge.
 - Luckily for us, Andy said that the Conservation District had some discretionary funds that should cover the repairs and he offered to send a work crew out. Leaky joints were found in at least one pipe connection.

The joints were sealed and the bottom of the pipes were given cement pads to rest on. The pipes were covered and the issue was resolved before November 7, 2023.

- Our neighbor was extremely fortunate that we were able to help facilitate this timely and free repair.
- In the future Tavistock and other Delaware neighborhoods may not be so fortunate.
- Neighbors are reminded to keep the swales, storm drains and catch basins clear of leaves and yard debris. Clogged storms drain can cause water to back up in the street. Winter temperatures can cause that water to freeze, and iced in driveways for neighbors near the storm drains.
- After this report the board members discussed contacting our local area reps to discuss the ramifications of this episode and to explore possible actions we could take to protect our homeowners from having to bear the considerable costs of future repairs to the drainage systems located in the easements..
- A working Group of neighbors will be started by Frank Maderich and Eileen Measley
- A map of the Tavistock Drainage Pipe locations is attached.

Community safety

- Flickering/dark Street Lights.
 - Several of our street lights have been flickering or are dim or dark. These are the responsibility of DelMarva Electric, and on the website listed below, there is a street light outage map, which you can use to find the your street light and generate a work order for repair of the light.
 - <https://delmarva.streetlightoutages.com/public/default.html>

Website/communications

- Directory update due for 2024-2026 revision. Maria proposed using an online form such as “Google Forms” for the residents to update their information. The traditional paper forms will also be distributed by the area reps this year with the dues, for those who prefer it.

Old business

Block Party

- It was proposed and agreed by all that the next block party will be held on May 4. Lottie will be organizing a committee in the near future.

Dues Schedule

- It was proposed to shorten the time for dues collection to 60 days instead of the current 90 days, beginning April 1 through May 31. This would avoid the delays we have experienced in the past causing a shortfall at the time monies are most needed.

New business

Rolling Ash tree take-downs

- Under normal circumstances the tree committee evaluates trees in the summer for take down and maintenance. They make a list and sign contracts with neighbors when take downs become necessary. The tree committee contracts with a tree company to do our tree work for a predetermined amount of time (one year). TCA pays the bill to the contractor then the tree committee collects from the participating neighbors minus 1/2 the dollar amount per tree removal. This means that we have to have a large amount of money saved up in our tree fund.
- ** WE WILL BE TRYING SOMETHING NEW DURING THE EAB CRISIS ONLY. THIS IS FOR ASH TREES ONLY.
- Ash trees that don't make it onto the tree committee's list but the damage to the ash trees has accelerated will follow this procedure:

- 1. The concerned neighbor must contact the President.
- 2. They must get an estimate from Stein, (or whichever tree company we are using at the time), for tree removal and stump grinding.
- 3. They will pay for the tree removal and stump grinding.
- 4. They will sign a contract stating their responsibilities and our reimbursement details, which are 1/2 the cost of the tree removal, as funds become available.
- 5. After the tree removal and stump grinding are complete, the neighbor will submit their paid bill to the President
- 6. The Treasurer will write a reimbursement check for 1/2 of the dollar amount per tree removal, as funds become available

Next Tavistock Board meeting

- The Annual meeting will be held in March date TBD. All homeowners are encouraged to attend.

Meeting adjourned

There being no further business to discuss, the motion was duly made and seconded to adjourn the meeting. The President adjourned the meeting at 8:35 PM.

Minutes respectfully submitted by Robert Measley, Sec'y

Treasurer's Report

Tavistock Drainage Pipes Map

