

TAVISTOCK CIVIC ASSOCIATION
AGENDA
Wednesday, September 17, 2025
616 Kilburn Rd.
7:00PM

- **In Attendance:** Annie Baker, Rose Passarella, Carol Roth, Frank Maderich, Andrew Conine, Tim Wilson, Charlotte Rouviere, Lottie Zapisek, Jill Boova, Andy Depenbusch, Robert Measley, Eileen Measley
- **Call meeting to order-** President Eileen Measley led the meeting and called it to order at 7:01PM
- **Treasurers Report** - Annie Baker
 - Current budget review
 - \$14,365 collected
 - \$400 collected for block party from Edenridge
 - \$15,490 total revenue
 - \$2050 for tree trimming, soil sampling
 - Total expenses for the year: \$4785.18
 - Ending amount is \$31,388
 - 2025 dues collection
 - All but 2 houses have been collected.
 - Vote: Approve treasurer's report
 - Tim moved to approve, Lottie seconded, unanimously approved.
- **Committee reports**
 - Tree committee- Robert Measley
 - Recently completed our 2025 Deadwood removal and trimming job
 - Invoice sent to Treasurer to disburse the funds (\$2050)
 - We have obtained signed consent forms for upcoming fall take-downs of diseased Ash trees. 9 trees have been identified. Work is expected to begin the week of October 6th.
 - Working with Matt Grygiel from Stein Tree Service on potential Fall planting
 - Will no longer be working with Brandywine Nursery due to a lack of responsiveness on their part.
 - Columbia Place- Frank Maderich
 - Slow progress, 9 years so far, buildings about half- built.
 - Block Party- VP Lottie Zapisek
 - Anticipating that Edenridge may chip in again next year
 - Planning for next Spring again
 - Deed Restrictions- Dave Gazzillo not present
 - New resident is requesting a fence and is working with Dave
 - Storm Drains/swales- Eileen
 - One call from a neighbor who reached out about water backing up in the swale. We recommended calling the NCCo Conservation District, who haven't

responded yet. Eileen will reach out to our representatives on behalf of our neighbors if no response.

- Fall is coming and we are reminded to keep leaves out of the street where they may cause clogging of the storm drains, damming and ice formation and to keep the backyards swales clear of debris and any obstructing vegetation.
- Community Safety- Dave, Annie, Andrew Conine
 - A large pothole on Severn Rd. has been reported to DelDOT
- Website/ Communications committee- Maria Jose Pacheco and Meg Campbell
 - Suggested we add links for reporting potholes, street lamps out, etc.
 - Meg asked us to keep her up to date on changes and updates to the Directory.
 - New directory comes out next year. A suggestion was made to print in PDF format with an option for the hard copy.
 - **Vote:** to approve a PDF copy and hard copy option: motion to approve made by Tim, seconded by Lottie and passed unanimously by the Board
 - Welcome packets are available to be distributed by area reps to new neighbors. Any welcome gifts purchased can be reimbursed by the Association.
 - New neighbors can and should sign up to receive e-mails from TCA
- **Old business**
 - “No solicitation” signage collaboration with Edenridge (Lottie)
 - Adam from Edenridge is working on 5 signs to be placed at the entrances to the neighborhoods. Total cost anticipated to be around \$600. He will install them on existing poles. No solicitation applies to commercial entities only, not political or religious organizations.
 - Tavistock Facebook page (Lottie)
 - No report yet. Tabled to next meeting.
 - Distribution of meeting minutes- discuss elimination of paper copies (Jill)
 - Community Outreach (Eileen)
 - Pop-up Happy hours- Went well this summer. All were in favor of continuing the program next summer.
- **New business**
 - No new business.
- **Next meeting date:** Planning for December, date to be determined
- **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 8:02 PM.

Minutes respectfully submitted by Robert Measley, Sec’y

