

Tavistock Civic Association  
Board Meeting Minutes  
6/20/24  
616 Kilburn Rd.  
7:00PM

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**In attendance:** Annie Baker, Stephen Bozzo, Brad Haines, Dave Gazzillo, Frank Maderich, Eileen and Rob Measley, Rose Passarella, Charlotte Rouviere, Carol Roth, Tim Wilson, Lottie Zapisek

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

**Treasurer's report- Annie Baker**

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

- Ending balance as of 6/20/24 is \$24,903.37
- Total expenses year-to-date are 2,229.83
- There was a DelDOT snow removal reimbursement of \$595.52
- The treasurer's report is attached

Tim Wilson motioned to approve the treasurer's report, and Dave Gazzillo seconded the motion. The treasurer's report was approved by unanimous vote.

- 2024 Dues collection
  - \$14,595.00 has been collected (87%)
  - \$2765.00 is outstanding; 12 houses have not paid yet

**Committee reports**

**Tree care- Frank Maderich**

- Brandywine Nurseries has replanted all but one of the four trees that didn't make it after the first growing season. It will be replaced soon.
- We have put watering bags on all of the trees for this, the second growing season.
- The tree committee members will do the walkthrough in early July to assess the condition of each of the street trees. This is the start of the process to do a tree maintenance project in September.
- ~50 ash trees still standing
- We will be asking for bids from 3 companies this year for the tree work

**Columbia Place- Frank Maderich**

- No new activities, building continues slowly. We check in monthly with the builder.

**Block Party- Lottie Zapisek**

- We are over budget for the 2<sup>nd</sup> year in a row, ~\$200

- Lottie plans to reach out to Edenridge to help fund next year's party (they have done it in the past)

#### **Deed restrictions- Dave Gazillo**

- Two items have come to the Board and require the attention of all residents, as stated in the Tavistock Deed restrictions:
  - "There shall not be erected or permitted upon any of the lands or roadways within the boundaries of the land herein described any signs, notices or advertising matter of any description unless the written consent of said Woodlawn Trustees or its successors or assigns has first been obtained."
  - Homeowners are responsible for the care and maintenance of drainage swales abutting their properties (this includes removal of debris)
- General discussion among the members ensued regarding getting the message out to the neighbors about the deed restrictions in place for Tavistock.

#### **Swales and stormwater drains/sinkholes – Eileen Measley**

- No one has reached out to Eileen with any new problems or questions; for any questions e-mail Eileen at [emmeasley@gmail.com](mailto:emmeasley@gmail.com)
- As always we remind homeowners the importance of keeping the road curbsides draining into the stormwater drains and backyard swales clear of debris. This will help prevent flooding.
- For your safety, before digging in your yard call Miss Utility @ 800-282-8555 or go to Missutility.net
- Sinkhole and water drainage working group
  - A working group was formed to address future sinkholes that occur along easements with underground drains. (Eileen Measley, Tim Wilson, Frank Maderich and Marc Kaplan)
  - After our first strategy meeting Frank and Mark talked to Richard Fain, (New Castle Conservation District), while checking in on a neighbor's progress with a possible swale maintenance problem, ( all swales are shared responsibility of neighbors abutting them. We agreed to reach out to CCOBH and our elected officials. (See attachment)
  - A discussion ensued and it was noted that DelDot was recently out assessing the storm drains on Kilburn Rd. The committee will contact DelDot to clarify whether they or the Conservation District should be contacted for storm drain issues in the future

#### **Community safety – Annie Baker, Dave Gazillo, Andrew Conine**

- It has been noticed that inappropriate items being used as lawn tools are being left out near the sidewalks. Annie volunteered to speak to the neighbor about this.

#### **Website/communications- Meg Campbell**

- Meg Campbell reported to the Board: "The Tavistock directory will be updated and printed in early fall. Neighbors are asked to submit directory forms by July 31. Forms can be turned in your Area Rep, dropped off at 712 Severn, or you can email an image of the completed form to [meg.cam@verizon.net](mailto:meg.cam@verizon.net).

### **Old business**

- No old business to discuss

### **New business**

#### **Community Outreach**

- Eileen made a proposal to the committee to revive the Neighborhood Welcome Committee for new neighbors. We discussed making an information packet to be given out highlighting the function of the TCA, the bylaws, and important deed restrictions to be aware of, etc. It was agreed that the Area Reps would continue to greet new neighbors, distribute the copies of the bylaws and directory.
- The president proposed having summer neighborhood “driveway happy hours” to promote community and awareness of the TCA and its activities. Drinks and snacks will be offered. An email blast will be sent out for each happy hour to the neighbors. After discussion, the board voted unanimously to proceed with and fund the happy hours for \$100 each. The first one will be held on:
  - Thursday July 25 at Lottie’s house, 5PM- 6:30PM
  - Saturday Aug 17 at Eileen & Rob’s house, 5PM- 6:30PM

#### **Neighbor to neighbor complaints**

- If you have a neighbor to neighbor issue that may warrant a complaint to New Castle Co., that you were not able to resolve with a conversation, you may use your own name or anonymously register the complaint with the county.

### **Next Tavistock Board meeting**

- The next board meeting will be held in September, 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 8:10 PM.

Minutes respectfully submitted by Rob Measley.

