

TAVISTOCK CIVIC ASSOCIATION

Meeting Minutes

Date: September 10, 2026

Location: 616 Kilburn Rd.

1. Call to Order

President Eileen Measley called the meeting to order at 7:08 PM. In attendance was:

Carol Roth, Annie Baker, Jill Boova, Frank Maderich, Marc Kaplan, Andy Depenbusch, Lottie Zapisek, Dave Gazillo, Eileen Measley, Rose Passarella, and Rob Measley

2. Treasurer's Report

Treasurer Annie Baker presented a summary of the Association's expenditures and dues collected to date. No significant or unexpected expenses were reported.

The 2026 budget estimated \$22,000 for tree work, of which approximately \$11,300 has been paid to date. Additional tree work, including tree removals and trimming, are in progress now. More planting is anticipated in the spring.

The Treasurer reported a current ending balance of \$27,419. The Association remains in a sound financial position to cover anticipated tree expenses.

The Treasurer also noted that there had been relatively few recent bills for lawn maintenance at the circle and indicated that she would follow up regarding any outstanding invoices.

There being no further questions, a motion was made to approve the Treasurer's Report. Lottie Zapisek seconded the motion. The motion carried unanimously.

3. Committee Reports

A. Columbia Place

Frank Maderich reported that construction activity at Columbia Place continues at a slow pace.

The developer has not yet completed the single-family attached units but continues to work on them. Construction has not yet begun on the two larger buildings. Some cleanup and site work has taken place, including work involving the entrance area and grass/landscaping.

B. Community Outreach — Pop-Up Parties

President Eileen Measley reported on the Association's summer community pop-up parties.

The final pop-up gathering of the season is scheduled for September 26 at the home of Meredith and Jameson Tweedy at 714 Burnley Road.

The Board discussed the positive participation of younger families and children in the neighborhood and the value of the events as opportunities for neighbors to socialize.

The Board expressed support for continuing the pop-up gatherings during the following summer.

C. Website and Communications Committee

No separate report was presented. Eileen noted that information from Meg would be addressed later in the meeting.

D. Edenridge Liaison / Neighborhood Events

Lottie Zapisek reported that there were no significant new matters to report regarding Edenridge.

The Board discussed the timing of the next Association block party. As previously discussed, the event has been moved to September 2027, rather than being held in the spring.

The Board also briefly discussed the neighborhood yard sale. No date has yet been established for the next sale. The expectation is that it will again be held in the spring, with a date likely to be selected after the holidays.

E. Street Tree Committee — Rob Measley

Rob Measley presented the Tree Committee Report.

The Association's annual tree-removal, deadwood-clearing, and pruning project began on **August 27, 2026**.

Two trees were removed on Mt. Lebanon and Taunton Roads, a maple and an ash, respectively.

The project also included substantial deadwood removal and pruning, with an emphasis on improving sidewalk and street clearance.

The current invoice total was reported as approximately \$5,425, with additional expense anticipated for the removal of another tree on Mount Lebanon Road which is leaning into the street and bringing up the sidewalk.

Tree Planting

Approximately 15 new trees were planted in June 2026 on Severn and Taunton Rds. The trees generally appear to be doing well.

No fall planting project is currently planned. The Tree Committee anticipates another planting project in the spring.

Maple Tree Health

The Board discussed the recent removal of maple trees and whether a disease or other condition might be responsible.

Leaf samples had been examined and that one tree was determined to have been affected by bacterial leaf scorch.

Tree-Friendly Community Certification

Rob Measley reported that he had submitted the Association's application to renew its "Tree Friendly Community" status. The application was due at the end of August and was submitted electronically. If accepted our certificate will be extended for another two years.

F. Deed Restrictions — Dave Gazillo

Dave Gazillo presented a report concerning a property in the neighborhood.

He reported that he had been contacted by two neighbors concerning construction activity at the property. According to the information presented, work had begun without prior notification to the Association's Deed Restrictions Committee or Board. New Castle county has been contacted and will work with the homeowner to ensure the regulations are followed.

Dave Gazillo reported that the Association was awaiting the results of the New Castle County inspection concerning the property. Dave stated that he would notify the Board upon receiving any plans or additional information from the homeowner and would keep the Board informed of the County's findings.

G. Website and Communications

No new matters were reported by the Website and Communications Committee.

H. Storm Drains and Swales

Husband's Run / Cattails

Eileen reported that she had submitted several requests to the appropriate park/maintenance authorities concerning maintenance issues, including mowing and the growth of cattails in the area where neighborhood stormwater drains toward Husband's Run.

The Board noted that mowing has since occurred, although the cattails remained as of the most recent observation.

Eileen expressed concern because the area has experienced drainage problems and flooding during periods of heavy rainfall in the past. She stated that she would continue to monitor the condition and submit additional requests as necessary.

Street Regrading and Drainage

The Board discussed the ongoing street-regrading project and its potential effect on stormwater drainage.

Members noted that some areas currently experience water pooling near curbs. The expectation is that the regrading and related curb work will improve the flow of stormwater toward the storm drains.

The Board recalled receiving information from New Castle County regarding planned street regrading, expected to occur between the summer and November. Members observed that curb work appeared to be underway and anticipated that regrading would follow.

I. Community Safety

Annie Baker reported that she had no new Community Safety matters.

3. OLD BUSINESS

Traffic Circle / Traffic Safety

The Board discussed the Taunton traffic circle and noted that there had been no significant new developments to report.

A concern was briefly raised regarding motorists traveling the wrong way around the traffic circle. The Board noted that this has occurred previously but that there were no new formal actions to report.

4. NEW BUSINESS

Edenridge Signage

Dave raised the possibility of adding a “Deed Restricted Community” designation to the neighborhood signage, as was done recently in Edenridge.

The Board discussed the potential benefit of making the deed-restriction status more visible to residents and visitors.

Lottie agreed to contact the other Edenridge representatives to determine whether there was interest in adding the designation to the existing signage and, if so, coordinating the change.

Charity Run / Neighborhood Email

A request was made to the TCA to distribute information about an upcoming charity run through the Association’s neighborhood email list.

The Board discussed the possibility that a neighborhood Facebook page or similar social-media platform could eventually provide a more appropriate venue for sharing community information and outside events.

No change to the Association’s email-distribution policy was adopted. Members indicated that individual residents could share information about the charity event through their own personal networks or appropriate neighborhood social-media channels.

5. Adjournment

There being no further business, a motion was made to adjourn the meeting. Lottie Zapisek seconded the motion.

The meeting was adjourned at approximately **8:10–8:12 PM**.

Respectfully submitted,

Robert Measley, Secretary

Tavistock Civic Association