

COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE MEETING MINUTES
March 15, 2023

1) CALL TO ORDER

- a) Meeting Called to Order via remote attendance at 7:00PM.
- b) Attendees: Penny Francke (Chair), Terri Hess (Foxfield), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Timothy Shamble (Oatlands), Jim White (PMP), Chris Codino (Advantage Landscape)
- c) Absent: Diane Blunt (Welbourne), James Krips (Rokeby)

2) COMMITTEE ADMINISTRATION

- a) Pamela moved to approve the agenda as written with the deferment of the Oatlands enhancement project until the April meeting; Terri seconded. Approved unanimously by those present.
- b) Terri moved to approve the February 2023 meeting minutes; Pamela seconded. Approved unanimously by those present.
- c) Committee members present confirmed their consent to have their personal email addresses published on the CountrySide website under committee listings.

3) RESIDENT & GUEST PARTICIPATION

- a) None.

4) ADVANTAGE ITEMS

- a) Tim moved to approve the revised Advantage proposal for liming and aeration for \$31,175; Terri seconded. Chris Codino of Advantage confirmed that the revised scope covered “green” (not wooded) areas behind and between town houses, included trail heads in single family home areas, open field areas, and areas near pool houses, and it did not include areas adjacent to CountrySide Blvd and Algonkian Parkway. Terri, Ron, Barb, and Tim voted to approve; Pamela voted No. Motion carried.
- b) The Committee reviewed the Advantage Monthly Report. Barb commented that the corner bed at Westmoreland and Algonkian needs the edging to be made cleaner, but that the tunnel entrances looked nice. Terri said the bed at Bentwood and Spotswood needs edging.
- c) Ron moved to accept Advantage’s proposal for Time & Materials (T&M) services in an amount Not To Exceed \$5,000 to clean up the area behind Haxall Ct near Askegrens Ln; work to include knock down of overgrown brush approximately 10’-15’ from already established wood line, remove vines and brush from utility boxes, and haul away up to two loads of debris. Terri seconded the motion. Approved unanimously by those present.
- d) Pamela moved to accept Advantage’s proposal for Time & Materials (T&M) services in an amount Not To Exceed \$8,500 to clean up the area behind and around the CountrySide entry sign on Algonkian (across from Foxfield). Scope to include knock down of underbrush from the wood line to the top of the hillside remove all fallen trees, cut flush and haul all marked dead

trees, deadwood/evergreen trees, and haul away of up to three loads of debris. Terri seconded the motion. Approved unanimously by those present.

- e) Advantage Proposal #3134 for replacement of a cherry tree on Algonkian Pkwy was deferred until more information is available on insurance reimbursement from the accident that damaged the tree.

5) POND ISSUES

- a) Pamela confirmed that the pond grant project is on track; planting planned for April 22nd.

6) PMP REPORT

- a) Monthly Financial, Major Projects, and Invoice Tracking reports were reviewed; the Committee complimented Jim White on the new report formats.
- b) The Tree list was reviewed; the Committee noted that the list of trees removed should include the “dangerous” tree that was removed on Webley and the two trees removed behind Criswell Ct.

7) OLD BUSINESS

- a) Ron moved to approve the revisions to Parking Resolutions 233 and 234; Terri seconded the motion. Approved unanimously by those present.
- b) The Committee discussed the proposed Welbourne traffic survey. Penny presented Sam Wilson’s emailed input. The Committee feels strongly that all Welbourne residents should be surveyed; those who are not interested can choose not to respond to the survey. Also, based on the discussions of the pros and cons of speed bumps (Pros: speed reduction; Cons: noise, jarring to those with back issues, can create a hazardous situation when snow plows have to raise the plow or use the “float” to accommodate the bumps, leaving a thin sheen of snow/ice that freezes quickly), the Committee consensus was to exclude the speed bump option on the survey. The group did recommend the addition of a further reduced speed limit as an option, in addition to the stop sign and “Watch Children” signage submitted for resident input. Penny will incorporate the changes discussed and circulate the revised survey for approval.
- c) The Committee reviewed the competitive bids on the Foxfield Evergreens work. Terri moved to award the work to Riverbend at a cost NTE \$2,150; Pamela seconded. Approved unanimously by those present.

8) NEW BUSINESS

- a) The Committee discussed whether we should put some of the Stump Removal work out for competitive bid. Jim White explained that he has already asked Advantage to address most of the work that had been identified. However, going forward, stump removal is another area where we might be able to realize some cost savings by grouping a specific scope of work together and obtaining competitive quotes.

9) INFORMATIONAL ITEMS

- a) Penny and Jim informed the Committee that the pond fountain installation required conduit installs that had been left off the AEC quote, at an additional cost of \$1,145. Given that the installation was already underway when the omission was discovered, Penny approved the additional expenditure so the electricians could continue working.

10) ADJOURN

- a) Terri moved to adjourn; Barb seconded. Approved unanimously by those present. Meeting adjourned at 8:38PM.
- b) Next regular meeting is scheduled to be held remotely at **7:00 PM on Wednesday, April 19, 2023.**