

REGENCY AT PROVIDENCE COMMUNITY ASSOCIATION, LANDSCAPE COMMITTEE Meeting, February 13, 2019

Present: Alan Kirsch, Bob Derbyshire, Bruce Sieving, Ed DiGian, Ed Idzik, Joe Malone, Len Lobel, Len Nespoli, Linda Tornetta, Linda Kulp, Mary O'Connor, Mary Tilger, Peg West.

1- Call to Order – Mary convened the meeting at 4:00 pm.

2- Approval of Minutes for meeting of January 9, 2019: Motion by Ed Idzik and Seconded by Joe Malone – Acceptance all in favor.

4- Bob Derbyshire passed out copies of the Committee Operations Manual emphasizing the importance of communications. All communications from the committee to the Board are through the committee liaison and the importance of documenting all communications with vendors. OU has presented for payment seventeen vouchers from last year amounting to \$35,000, although Bob was told none would be forthcoming when he contacted them in early January. Six are valid and are being processed, the other eleven are in dispute for various reasons, i.e. excessive mowings, etc. A lengthy discussion ensued regarding the new proposed voucher system which when implemented will document services rendered and serve to validate invoices. **At the next scheduled meeting with OU, the voucher system and the handling of Opt-out requests will be discussed.** Bob also reminded us that damaged lawn sprinkler heads are not the responsibility of the contractor, homeowners must ensure that all heads are retracted at the time of mowing or snow removal. His last comment was that the Board has no planned actions regarding Lanterfly control.

5- Treasurer

**A meeting will be scheduled with OU to discuss issues with the invoices referred to above by Bob. We still have not received invoices for two Fall fertilizations.**

7- Co-Chair Reports: Mary and Linda

**Mary and Linda will meet with all sub-committee chairs to formalize procedures and initiate the Perpetual Calendar discussed last month. All committees need to do their “walk-thru” to assess current needs. There are still some open items regarding trees discussed last month – the contractor has not responded. A sprinkler head at the Sloan Club**

**house needs to be moved so that the door stops being soaked – referred to irrigation committee for remedy. Mary noted that OU without her approval had pre-ordered flowers, she stopped them and will process a correct order.**

8- Sub-Committee reports:

- -Garden and Plant Maintenance: Linda – **Still looking for a Chairperson.**
- -Trees – No report – see comments above.
- -Trails – No report.
- - Lawn Care – No report, but **Linda would like to recruit residents who walk the area to report any sightings relevant to the work performed by vendors, she will publish something later.**

9- Unfinished Business:

Until a permanent employee is hired by management, the co-chairs will be provided a weekly copy of the vendor punch list and a copy of the one sent to OU, so that they can review, expedite and confirm corrective actions.

10- New Business:

**The Landscape Committee By-Laws need to be changed to reflect the removal of Ponds and Irrigation, renaming Flowers to Garden and Plant Maintenance Group (GPMC) and some wording issues. Len will draft the changes for approval of the committee. The Opt-Out forms received by Management will be reviewed and a confirmation will be sent to those residents who will be on the list for 2019.**

11- Adjournment at 5:14 pm by motion of Ed DiGian and Second by Len Nespoli – all affirmed.

**Next meeting, March 13, 2019, 4:00 pm, Sloan Clubroom**

**All motions and action items are in bold print. The Committee minutes are reviewed and agreed to by the members before they are finalized and posted to the web site. A formal vote to approve the minutes is then taken at the next Committee meeting.**

Respectfully Submitted,

*Leonard Lobel, Secretary Landscape Committee*