

**RESERVE AT PILOTTOWN  
BOARD OF DIRECTORS  
MINUTES OF MEETING**

**Date:** November 9, 2023

**Time:** 9:00 am

**Place:** Via Teleconference

**Participants:** Beth Wells  
Michael Tupman  
Karen Fleck

The Board decided not to request proposals for the 2024 landscaping contract. Based on historical experience, the Board does not believe that the number or quality of potential bids from other contractors would outweigh the time and expense of the process and D&R Lawn Maintenance has a known track record of satisfactory performance. The Board will revise the scope of services language in the landscaping contract, and enter into a second contract for snow removal around the postal boxes.

The landscaping contract will not include mowing along New Road. The adjacent property owners are responsible for maintenance up to their rear property line, from there to the road maintenance is the responsibility of DelDot. However, the Board will continue to be responsible for landscaping on the four semi-circular easements at the Forecastle Lane and Captains Circle entrances.

The Board will explore alternatives (like stone) to wood chip mulch for the bio-retention areas to cut costs and provide better weed control. The Board will send a newsletter to the owners to make it clear what activities are permissible in the stormwater management easement on their property (weeding, but not tree or shrub removal) and what activities are not (planting or erecting any structures).