

HOUSE AND GROUNDS COMMITTEE  
June 4, 2025

Present: Kathy Berglund, Larry Claveau, Ginny Clifford, Diane Drescher, Linda Fraser, Mary Hamblett, Mark Jenks, Michelle Jones, Nancy Lowd, Sue Mitchell, Mike Palmieri, Cheryl Roy, Dana Sansom, Sandra Taylor, Nicole Valente, and Ray Watson

Mary Hamblett called the meeting to order at 9 AM.

MSV: minutes of the May 5, 2025 meeting

Mary welcomed Nicole Valente to the meeting. Nicole reported the dirt road to the 100 Area would be paved June 5; the date had been postponed due to rain. The city will be posting "No Parking" signs along Christian Avenue so that they may paint parking lines. Grounds Guidelines have been distributed to residents; it was asked if new residents will receive the guidelines as well. She replied they would as well as information on work orders. She has been working with Jon Merrill regarding new chairs for the Cafe; they should arrive in 2-4 weeks. She has been policing staff use of Parking Lot 9.

Mark Jenks reported most of the doors have had their screens adjusted and umbrellas are out. He has a tree list and a paving list to complete this year. The newly hired Bailey will be leaving but will come on weekends to help with mowing. Vinnie will also be helping with mowing. Mark is looking for a replacement for Bailey. A student is due to start working June 9. Mark has asked residents to let Charles complete his work and not bother him with questions. Mike noted that Charles prefers water to coke and that he likes cookies! Sue Mitchell thanked Mark for the 100 Area light replacement. Cheryl Roy asked about the 600 Area irrigation system; Mark will check on it.

Mike reported on the very successful Earth Day with almost 200 residents, relatives, and vendors participating; he plans to repeat the event in 2026. About 15 trees have been added from donors. He thanked Dana Sansom for her expertise and Bob Butler of Heritage Heights as well. Milliken has been very helpful with their tree selection. More lilacs will be added along the Hazen Drive fence. He will work with Isaiah regarding snow plowing in that area this winter and may add "No Push Zones" signs to keep plows from dumping snow on the lilacs.

Diane Drescher commented that when she was working in Maine, Liberty Mutual helped with environmental clean-up events and suggested there may be local organizations and churches as well as school/Scout groups that might help with clean ups. The bluff trail at HH will need some work. All agreed it would be good to have a fall clean-up.

It was asked about a planting guideline information sheet that had been put together by former landscaper Alex that listed invasive species of plants that cannot be planted in HHH gardens. Mark Jenks will look for it. Dana Sansom offered to update it or to compile a list if it cannot be found.

Mike noted the city has regulations on the newer cottage areas as to what can be planted along foundations. Last year approval was granted for a prototype for the 600 Area foundations and for other plants acceptable in that area.

Mike noted that at Havenwood cottages are quite standard in their surrounding garden areas but those at Heritage Heights are all so different that staff would have to examine each type to assess what could be done.

Dana is willing to give brief workshops on gardening issues such as pruning, cleaning gardening tools, and mulching. She would even be willing to go to area meetings with information.

#### Area Reports:

100 - Sandra Taylor asked for more mulch for the area and asked about the procedure for a resident to have mulch delivered. Mark explained the residents should make out a landscape request for mulch delivery. A resident also asked about moving the trucks to provide a better view. There is a significant drop-off along a walkway to the Lodge - a resident has fallen.

200 - Thanks are extended to Judy Britton and Frank Gulinello for repainting the yellow footprints demoting the one mile campus walk.

300 - Linda Fraser requested more outdoor chairs as there are just 9 in the area and there are often 20 residents at gatherings. Mike responded that each area is provided with 12 chairs. The stone patio area will be enlarged when the tractor is repaired.

400 - Dana Sansom commented that all the Unitil boxes and surrounding areas had been looking bad; Mike reported he had raised this concern with Gary Miller of Unitil. We have been told we can't do anything; Mike will ask about the possibility of mulching the areas.

Dana also noted that some residents have not had response to work orders for concerns such as a broken door and wondered if this was a problem with the new software system. Diane Drescher noted she would like more attention paid to lawns.

500 - Ginny Clifford noted that Richard Davis has done an excellent job with watering the new trees and newly seeded grassy areas. She asked about painting a railing; this would be a request to maintenance. She would like to see a strategic plan in place to care for roofs, gutters, and other building issues. Mike replied that our budget dictates what the organization can afford to do. Problems will be corrected when necessary.

600 - Cheryl Roy explained the area no longer needed an umbrella as Mike Roy had donated one. Bulkheads were being painted so that project will be complete.

Nanci Mitchell sent word that plastic plant containers can't be put into our recycling bins - they can be left by the maintenance shed.

Mike requested that no one approach Charles when he is running equipment as he will be wearing headphones and cannot hear when someone is in the vicinity. He also asked residents to notify him, Mark, or Nicole if they notice mowing being done without the stone guard in place.

The meeting was adjourned at 10:20 AM.

Respectfully submitted,

Cynthia McLeod  
Secretary