

All Village of Arden
residents are encouraged
to attend the next

Town Meeting

Monday, June 25, 2012
7:30 p.m. - Gild Hall
2119 The Highway
Arden, Delaware

AGENDA ITEMS WILL INCLUDE:

1. Speaker from DNRC: Mosquitoes
2. Formal motion to approve Expenditure of Capital Funds for BWVC (room curtain divider) not to exceed \$12,500.
3. Review of yearly –June 2011 Financial Policies— Village of Arden (presented as part of Advisory Report)

All are welcome hither

Please note:

Those attending Town Meetings are eligible to vote if they have resided in the Village of Arden six months prior to the Meeting and are 18 years of age, or older.

Minutes of the Town Assembly for the Village of Arden (uncorrected)

Monday, March 26, 2012

Gild Hall - Arden, DE

70 attendees:

Sally Sharp	Betty O'Regan	Robin Lewis
Steven Threefoot	Denis O'Regan	Marjorie Roberts
Ed Rohrbach	Elaine Hickey	Jim Laurino
David Michelson	Larry Walker	Mary L. Marconi
Ruth Bean	Danny Schweers	Albert Marks
Mike Curtis	Ray Seigfried	Sue Rothrock
Connie McKinney	Jane Claney	Rick Rothrock
Marianne Cinaglia	Dave Claney	Joann Colameco
Lisa Mullinax	Jonathan Claney	Jeffrey Politis
Mickey Fitzharris	David Gerbec	M. P. Moon
Carol Larson	Katherine A. Threefoot	Jennifer Borders
Jan Westerhouse	Debbie Ricard	Ron Ozer
Tom Wheeler	Rodney Jester	Gail M. Thomas
Larry Strange	Cookie Ohlson	Ann Schmittinger
Hugh Roberts	Katrina Streiff	Heidi Hoegger
Bill Theis	Barbara Henry	Bev Barnett
Laura Wallace	Pat Pyle	Ruth Panella
Cecilia Vore	David Blowman (NV)	Alton Dahl
Cynthia Dewick	Sam Panella	David Perkins (NV)
Barbara Macklem	Liz Resko	Jens Riekmann (NV)
Warren Rosenkranz	Ron Meick	
Sadie Somerville	Linda Scott	
Mary Murphy	Patrick Barry	
Maria Burslem	Wally Scott	
Allan Burslem	Linda Kolski	

To save postage, Arden Minutes & Agenda are addressed to one member of each household. If you do not wish to share this information among those residing at your leasehold, please contact registration@theardens.com and we will arrange separate mailings.

1.0 CALL TO ORDER

Chair Steven Threefoot called the meeting to order at 7:40 PM

2.0 APPROVAL OF THE MINUTES

The Minutes of the January 24, 2011 Town Meeting were corrected as follows: 1) On page 12, line 25 “prudent” should be “frugal” 2) Under the Assessors report the meeting location should be listed as the BWVC The Minutes were approved as corrected.

3.0 ELECTION of Officers and Standing Committees

The Registration Committee distributed the election ballots. Barbara Henry announced the voting policy and procedure, that voting would take place throughout the meeting with ballots being given to those arriving late, and voting would end at the close of the Town Meeting.

4.0 NEW RESIDENTS – None

5.0 VISITORS

Jane Claney introduced her two guests, her brother David Perkins and friend Jens Riekmann.

Davis Blowman, CFO of the Brandywine School District, announced that there is a referendum this Wednesday, March 28. The last successful referendum was passed in 20007. It was committed for three years but was stretched to five. There’s been a growing enrollment of 600 students since that time. The school district reputation is solid. Many programs have been expanded and all nine of the elementary schools are rated superior. The district as a whole has a commendable rating. The referendum asks for \$.27 per \$100 of assessed value. Nineteen cents of that will go towards building up the reserves and eight cents is for expanding initiatives that we know already work.

6.0 RECOGNITION OF THE DEPARTED

Connee McKinney announced that on Tuesday, March 13, 2112, Susan Cuttance, formerly of Ardentown, passed away. Susie lived in the UK with her husband Chris Cuttance, former chair of Ardentown Town Meeting. Their two children grew up in Arden: Kellen Cuttance (now in North Carolina) and Alexis Cuttance (now in Minnesota).

7.0 COMMUNICATIONS Chair Steven Threefoot

Advanced Geoservices Corp. sent a letter on behalf of their client PPL Interstate Energy Company regard the types and amounts of materials they have stored at Marcus Hook. (See Attached).

The triannual Cooperative Agreement with New Castle County to administer its Urban Development Block Grant for Arden.

MOVED

That the Village of Arden renew its triannual agreement with New Castle County and allow the County to administer our coverage under its Housing & Urban Development Program's Block Grant, in the event that the Village should ever qualify for Block Grant benefits.

SECONDED

PASSED – Ayes have it

Steven reminded everyone that this was his last Town Meeting as Chairperson. He said it has been a great experience and thanked the committees that actually do all the work. He knows that everyone will provide the incoming Chairperson, Danny Schweers (who is the only one running on the Chair ballot), with the same support they have given him.

Ray Seigfried invited the members of the Advisory Committee to join him at the front of the room in order to give Steven formal recognition for his ten years of service to the community. They presented him with a plaque crafted by Denis O'Regan from a piece of New Orleans barge board. The plaque was inscribed with the following resolution which Ray read:

RESOLUTION

Town Assembly Resolution of Recognition and Appreciation 2012

WHEREAS, Steve Threefoot has effectively performed the duties as Town Assembly Chairman for 10 years from 2002-2012; and

WHEREAS, Steve has volunteered countless hours of work; and

WHEREAS, Steve has provided leadership and order to Town Assembly meetings; and

WHEREAS, Steve has represented Arden in a just way;

NOW, THEREFORE, Town Assembly and the Advisory Committee here by provide this resolution of appreciation for a job well done.

SHAKESPEARE QUOTE"

"Let's go hand in hand, not one before another."

Dromio Act V Scene 1 Comedy of Errors

SECONDED

PASSED – Ayes have it

A brick will also be placed at the Moonlight Theater in Steven's honor reading: "To Steven Threefoot /In appreciation/Town Chair, 2002-2012"

8.0 TRUSTEES' REPORT – Connee McKinney

The Trustees have several items to report tonight:

Finances:

We have copies of the quarterly financial report available tonight. (See Attached) Working with the Village Treasurer, Dave Michelson, the Trustees have issued checks for \$165,000 to the Village for this fiscal year. We are in the process of the annual audit with Corcoran Associates. The due date for the audit is May 20, 2012, which is in time to give the Assessors the Trustees Reserve for this fiscal year. The Trustees will calculate the Reserve before that, but the Corcoran audit will act as a check on our calculation. Draft copies of the audit will go to the Treasurer, Auditing Committee, Budget Committee and Town Assembly Chairperson.

Lease Transfers:

There has been one lease transfer from the January Town Meeting. Welcome to Bob Wynn, a former, long-time Arden leaseholder, to 2409 Woodland Lane.

Leaseholders:

The Trustees attended the March 22 Board of Adjustment hearing (the original hearing date for February was postponed) in support of the application for an 8-ft front yard variance on the 2409 leasehold to build above the floodplain. The details of the Trustees' support for the variance application to the BOA were presented in our report to the last Town Meeting in January. The decision by the BOA on Thursday was favorable and contingent on the leaseholder getting a demolition permit and demolishing the house. Yesterday, the Trustees gave the leaseholder a non-object letter to demolish the house as required by the County.

Buckingham Greene lawsuit:

We have been meeting with our lawyer, Ted Rosenthal, and a landscape contractor to develop a new plan for run-off abatement in the hope that we can move the "remedy" phase of this lawsuit ahead. As most of you know, we have won the Buckingham Greene case but have been stalled in our discussions with the defendant on how to stop and repair the damage to our Sherwood Forest from the Buckingham Green development. If we are successful in negotiating a budget and terms for the "remedy," we will discuss the plan with the Forest Committee. We are cautiously optimistic about the negotiations at this point in the process; however, we are well aware of how delays have prolonged this lawsuit that began in 1995 (Is that really 17 years ago?).

If you have any questions or concerns, please contact our assistant Julia McNeil (475-7980 or email Trustees.of.Arden@gmail.com). Or, of course, contact Mike Curtis, Carl Falco, or me.

Respectfully submitted,

Connee McKinney

Questions-

Hugh Roberts – Which structure on the former Renzetti leasehold is being demolished and what is happening to the other structure? *Connee*– The garage is gone. Bob Wynn, the current leaseholder, had thought of moving it but has decided it will be demolished.

Bev Barnett – Is the Forest Committee involved in developing the proposals regarding the Buckingham Greene? *Connee* – Not at this point. We haven't received anything from the landscape contractor. The next thing is to negotiate with the landowners at Buckingham Greene to seek access through their properties.

Denis O'Regan – Has there been any discussion regarding asbestos abatement at the former Renzetti leasehold? Was there any asbestos in the house, such as shingles, and could they be buried on the leasehold? *Connee* – I don't know.

Ed Rohrbach – There were some asbestos shingles on the house but they disappeared. There is no sign that anything was buried on the property.

Trustees' Report Accepted.

9.0 TREASURER'S REPORT – David Michelson

David went over the financial report which is for the entire fiscal year which ended March 24. (See Attached) . He reminded everyone, if they have any outstanding invoices, bills, or vouchers, to please get them to him by Friday. The auditors will begin working on their report on Monday and have promised to have it completed by May 20 so that the Assessors will have those numbers in time.

- The Capital Maintenance & Repair funds were not spent and will be rolled over to next fiscal year.
- The Safety Committee met with the Playground Committee and Town Officers and decided that they would be able to transfer \$900 from its \$2000 budget over to the Playground Committee in order for them to purchase mulch for the playground.
- The Buzz Ware Village Center brought in \$25,765 which paid for all of its expenses this year. Therefore, the Village did not have to contribute anything from the General Funds.
- The Village was on or below budget this year.

Questions - None

Treasurer's Report Accepted

Advisory Committee Report – No Report

Board of Assessors Report – Denis O'Regan

Our next meeting is Tuesday, April 10. All meetings are held at the BWVC at 7:00 p.m. on the second Tuesday of the month. The May and June meetings will be public hearings.

Questions - None

12.0 COMMITTEE REPORTS

12.1 Archives – Lisa Mullinax

Lisa read the following report:

The Archives will soon be making part of its collection available online through the Delaware Division of Libraries. As previously reported, the Archives received the latest museum software, PastPerfect, through this program, and the committee and our curator, Robin Valencia, have been working to finish cataloging our entire collection. The next phase of this will be to make some of these records available online.

Speaking of online activities, be sure to visit the Arden Craft Shop Museum blog at ardencraftshopmuseum.com. There you will find notices of upcoming events, our featured item of the month, and more.

There are three new mini-exhibitions at the Arden Craft Shop Museum: a display on Johanne Schroeder, works on paper by illustrator Louise Roberts, and an exhibit featuring uniforms, pictures and artifacts from Arden sports history. Thanks to Robin and to Barbara Macklem for assembling these charming exhibits.

New acquisitions at the museum include the Bid-a-wee sideboard generously donated from the estate of Betty Solway Smith, and an exquisite iron lamp -- one of only four known -- from the original Arden Forge.

Please join us on April 15 for a lecture on "The Arts and Crafts Style House in America" by James C. Massey. The lecture is co-sponsored by the Georgist Guild of the Arden Club. The event starts at 1 p.m. with a tour of the Museum and a walking tour of Arden. The lecture begins at 3:15 here at Gild Hall. A reception will follow.

The Museum is open Sundays, 1 to 3 p.m. and Wednesdays, 7:30 to 9: p.m. or by appointment.

Respectfully submitted,
Lisa Mullinax

Questions-

Sadie Somerville – On the back table there is a copy of the article that appeared in The Old House Journal and written by the lecturer who will be here on April 15. There are also fliers about the April 15th activities which will be held at the Gild Hall.

Archives Report Accepted

12.2 Audit Committee Report – Cookie Ohlson

On March 15, the Audit Committee reviewed the Arden books for the previous three months. All are in order.

Questions – None

Audit Committee Report Accepted

12.3 Budget Committee – Jeffrey Politis

The Three Year Budget projection was distributed. (See Attached)

The school tax was over estimated for this year so for FY 2012-2013 we had predicted \$300,861. If the referendum goes through on Wednesday, that will be roughly \$335,000. We are estimating a three percent increase in county tax over the next three years. The school tax makes up roughly 42% of the Town Budget. Trash collection also is a large part of our budget but is predicted to be stable over the next couple of years. If it does go up it would be negotiated because there is a lot of competition.

You'll see the Budget goes up 6-7% next year. Land rent for 2012-2013 was just collected. There will probably be a shortfall. Based on the way the assessment was done, the money collected should cover the shortfall.

Chair Steven Threefoot made the following point of clarification: In September we had an alternative assessment but neither assessment passed referendum so we reverted back to the previous year's assessment which so happened to be higher and led us to collect more funds.

Regarding the Capital Maintenance and Repair Fund, we will collect \$10,000/yr. until \$30,000 is collected. If it doesn't get spent we will not continue to collect it.

Questions:

Lynda Kolski – The Town Treasurer just told us that the BWVC did not spend any of its Town Budget money and that it earned enough to pay its own expenses, however you show that the BWVC takes up 4.5% of our budget. *Jeffrey* – The expenses of the BWVC is a full liability of the Town. If it does not collect sufficient income, the expenses must be paid by the Town.

Jennifer Borders – Last year the Town voted for the Forest Committee to receive \$8,000 but your handout says \$6,000. *Jeffrey* – I apologize. I'll correct that.

Budget Committee Report Accepted.

12.4 Buzz Ware Village Center Committee – Warren Rosenkranz

Warren read the following report:

I'll be covering 3 subjects tonight. First, as you may have noticed the last of the BWVC Stimulus Grant projects has begun. The Photo Voltaic or Solar panel installation is underway. I'd like to thank the people who were instrumental in getting the grant written. The writers were Lynda Kolski, Mary Marconi and Connee McKinney of Arden and Gordon Hess of Ardencroft. Through their efforts to bring reduced energy use and sustainable energy to the Village, I estimate, the Village will save approximately \$40,000 in utility expenses over the next 10 years at today's rates and even more

thereafter. The minimum useful lives of the systems that are being installed are estimated to be from 10 to 25 years.

Secondly, with these new systems in place we need to save for their maintenance and repairs. I propose the Arden Village have an accumulative account derived from the savings over current utility expenses. I suggest that we take the difference between the FY 2011 BWVC utility expenses (oil and electricity) and the annual utility expenses (gas and electricity) going forward and put this difference aside for future maintenance and/or replacement. This set aside should have no impact on the current forecasted budget expenses.

Chair Steven Threefoot suggested the committee work with the Budget Committee to get that on the Budget Referendum.

Finally, the BWVC needs new divider curtains. If you have been in rooms #1 or #2 recently, you might have noticed the divider curtains separating rooms #1 and #2 and the hallway are in severe disrepair. I've been told these dividers are over 30 years old. We have had one estimate on the replacement of the dividers of approximately \$12,500. We are waiting for 2 more bids on the job. We were told that we needed to apply to the village for funding through the capital expense funding program. Since we are unsure of the process we are asking the village meeting to approve a capitol expense amount of \$12,500 for replacement curtains. If lower bids are received we will go through the normal vetting of the supplier and installers, as well as considering the quality of the dividers which we would like to last equally as long as the originals.

Chair Steven Threefoot pointed out that the process for applying for the Capital Maintenance and Repair Funds was passed by the Town Assembly two years ago. It is a two-part process: 1) The proposal is brought before Town Assembly at Town Meeting and discussed. 2) The Town Assembly would decide at the following Town Meeting whether or not to approve the proposal.

Questions:

Chair Steven Threefoot – How much money is currently in the Capital Fund? *Jeffrey Politis* – This coming fiscal year, \$20,000.

Denis O'Regan – Regarding maintenance, I attended a BWVC Committee meeting a year ago and brought up the matter of the beautiful front doors on the BWVC and the very bad condition they have come to. They have long been in need of maintenance. I offered to guide and inspect the maintenance. I cannot do the maintenance but would like to have a hand in specifying how they are dealt with. There is discoloration low on the oak and it will only get more expensive to deal with as time goes by. They need stripping and marine varnish. The cherry wood also needs attention. It is urgent to professionally restore those doors now. *Bev Barnett* – Should this be in the Budget every five years? *Denis* – If they are restored now, they should be

sanded and get another coat of marine varnish every three years. *Jeffrey* – The BWVC budget is approved through the referendum. I'd like to ask Warren if the BWVC could include that in their expenses. *Warren* – At this point I have no idea. I think we could have the money to do it.

Buzz Ware Village Center Committee Report Accepted

Chair Steven Threefoot – Reminder. At the June Town Meeting we will have a formal motion to approve the expenditure of Capital Funds for the BWVC [room divider] project, not to exceed \$12,500. Denis O'Regan – Can we ask that the committee bring the bids to the meeting? Warren – Yes. Steven – It could also be posted on the website.

12.5 Civic Committee – Tom Wheeler

First, I'd like to give a year end "thanks" to the committee for their enthusiastic service as exemplified by the refreshment table tonight. The entire committee contributed following a last minute solicitation this afternoon.

We attended a New Castle County and City of Wilmington flood workshop which reviewed the preparation, evacuation and lessons learned around major storm events this fall.

We approved the design and installation, by the Arden Club, of a cedar cabinet placed around the new electrical service on the Sherwood Green.

We had two trees removed at the base of Pond Lane to protect the adjacent storm guttering.

We investigated water flow in and around the Spring House by the Memorial Garden. Jeff Steen of Arden was consulted. He looked at the New Castle County soil survey, contour imagery, and a number of years of aerial imagery. He informed us that the key issue is that a significant portion of the Memorial Garden is located in an area where, in rainy periods or when snow melts, the soil is saturated quickly because water does not run off readily. The soil remains wet for fairly long periods. We met with Ruth Bean and discussed reevaluating where grave sites should be located, as well as the advisability of moving several existing graves. With this recognition of a water element to the Memorial Garden, planting native species with wet feet was recommended.

Questions-

Jeffrey Politis – I'd like to propose that we participate in the program for spraying for mosquitoes. Would Civic look into that? *Tom* – The committee has had no interest in that but we will look into it.

Jeffrey – I would like to make a motion.

MOVED

That the Civic Committee execute the spraying for mosquitoes by DNREC (Delaware Department of Natural Resources and Environmental Control)

SECONDED

Discussion:

Rodney Jester – Are you asking Civic to spray? *Jeffrey* – No.

DNREC would do the spraying.

Bev Barnett – How does this work? Do they fly a plane over Arden?

Larry Walker – Who is going to fund this? *Tom* – The Town received information in February on how to apply for it. *Chair Steven Threefoot* – There is no cost.

Lynda Kolski – The Town should know what is being used and how it is being done before we vote. Some chemicals can be extremely toxic.

Denis O'Regan – I'm going to vote for the motion. We considered this four to six years ago and people were very worried that DNREC was going to poison us. Elizabeth Varley said that two of the three chemicals used at that time interrupt the reproduction cycle of mosquitoes. We cannot sit here and micromanage in a time when we should be taking advantage. The mosquito problem keeps getting worse every year and we cannot even enjoy living near the woods that we pay extra in land rent to be near.

Call for the question

MOVED

That the Civic Committee execute the spraying for mosquitoes by DNREC (Delaware Department of Natural Resources and Environmental Control).

PASSED- Ayes have it.

Ruth Bean – Would it be possible to have the water mains near the Memorial Garden inspected? There has been an unusual amount of water coming into the area over the last year. *Ed Rohrbach* – I have already contacted United Water but they have not responded.

Marianne Cinaglia – The CCOBH (Council of Civic Organizations of Brandywine Hundred) Will be putting together a meeting, sometime in May, to discuss storm water issues. I'll put the information in *The Arden Page*.

Hugh Roberts – At the last Town Meeting I asked the committee to check on the risks of not having the streets plowed when it snows. I checked with an insurance carrier representative and we are at risk. During our last storm there were three accidents, one minor automobile accident, one major accident and one physical injury. Please have the streets plowed when it snows.

Civic Committee Report Accepted.

12.6 Community Planning Committee – Ray Seigfried

1. We have drafted both the letter and the process for registration of vacant houses as required in our new ordinance. It will be reviewed with the newly elected chair and secretary.
2. The committee continues to review FEMA and flood coverage for Arden. It does appear that Arden chose not to be included in FEMA's plan. The committee will have a report for the June meeting.

MEMORIAL GARDEN– Ruth Bean

Anyone who still has Christmas decorations on grave sites, please remove them before Easter. The annual cleanup will be held on May 5, 9 a.m. – noon. Rain date is May 6.

Questions –

Beverly Barnett – Will it be possible for Arden to participate in the FEMA (Federal Emergency Management Agency) National Flood Insurance program? *Ray* – We are investigating it.

Community Planning Report Accepted

12.7 Forest Committee – Carol Larson

- Forest Clean-up: April 21. Meet at BWVC picnic tables at 8:45 for treats
- ARBOR DAY celebration: In April to maintain our status as a Tree City. We will have Eastern red cedars and some white oaks started from Renzetti acorns for sale at the Dinner Gild April 28. Planting on April 29
- Trail clearing in Sherwood Forest. There's more to finish. Larry Walker and Carol went out with trailblazer Roger Garrison to define historic paths.
- Tree Management Grant 2011 is finished. The Delaware Department of Agriculture, Urban Forestry Division reimbursed Arden \$3500 for tree removals on Civic and Forest Lands, and was matched by town funds. We continue with the grant from DDA for \$4000. The invasive removal for fire control grant period ends 10/2013.
- Fence repair on the border with Buckingham Greene is pending.
- Ivy and invasive removal with Americorps. In numerous areas, ivy at the base of trees has been cut. It will be brown for a while but we've arrested its creep up the trees which is problematic in three ways – ivy harbors disease, eventually weighs down the tree and saps light, and goes to seed when it gets high into the tree. March 31 is the last day for the ten young adults from Americorps in the Ardens. Come out Saturday 3/31 and help them clear ivy behind the Gutsche's house at the border of Arden and Ardentown. Americorps members will be at the Dinner Gild and Concert that night if you'd like to say thanks.

- Construction barriers will be placed at two forest adjacent leasehold sites (Wynne/Renzetti; Fedale/Marsh Road) to avoid root compaction.
- Schroeder Grant work continued through this budget period. Cover of invasive plants has been diminished so that new native plants will have a chance to succeed. Many ephemeral spring flowers are coming up through the dying ivy. Plants are ordered for the site. We've chosen small plants so that they will require less water maintenance, which is difficult on the site. Give it a season or two and it will look great!
- Next meeting: Monday, April 16 4:00 pm at my house, 1900 Sherwood Rd.

Questions:

Sue Rothrock – I have a question about the harvesting of the oak tree behind the former Renzetti and Nordheimer leaseholds. *Carol* – The red oak was on our tree management plan in 2011. Peter Renzetti found that it was hollow at the base. Through Katrina Streiff's son we were able to get access to equipment that could mill it in place and not have to bring in a truck. The wood is at Katrina's airing out and we hope to use it for a community project requiring big planks. *Sue* – The Forest Stewardship policy says that we are supposed to leave the wood lie. *Carol* – Quite a bit of wood is left for animal habitat. *Sue* – It was still harvested. *Ed Rohobach* – That tree was taken down for no practical reason at Town expense. The Renzetti house was scheduled to be demolished at the time you took the tree down. What use to be a pristine area is now a pile of trash. *Carol* – We are supposed to let the wood lie.

Forest Committee Report Accepted

12.8 Playground Committee – Larry Walker

Larry read the following report:

Since the last Town Meeting, the required Playground Equipment Inspections were held, and all equipment was adult tested. The equipment is in safe condition.

The "Fall Zone" area under the yellow "Double Humpty Climber" at the Green Lane end of the Village Green was renovated. . A random check of the actual depth of the wood chips had been made under the Double Humpty, and it was observed that only the top three to four inches of the depth was wood chips. Over a period of years, the wood chips underneath had decomposed, leaving the bottom eight inches as a very thick bed of soft humus, and though this is quite shock absorbent, it is not nearly as effective as wood chips. To restore the maximum "shock attenuating" effectiveness of these playground surfaces, the humus and remaining chips was removed by hand, and new "wood carpet" was installed so that all areas now have a one foot thick landing surface. This work was funded through a transfer of budgeted funds from the Safety Committee.

The Playground Committee has strived to maintain a thick layer of "wood chips" under all playground equipment to provide a soft surface for a child to land on when there is a fall, and that is the most effective measure to minimize playground injuries. Each year the Committee has replenished the bed of shredded wood, and the softness is readily apparent when one walks on the "Fall Zones" under the equipment. Because of budget constraints, the Committee will work at renewing the Fall Zone of one piece of playground equipment each year, and one swing set on the Sherwood Green will tentatively be the first area to be renovated in the coming budget year.

The accident history and safe conditions are an integral part of the Village of Arden's liability insurance policy, so playground safety and minimal injuries are important in maintaining lower insurance premiums. The Playground Committee follows the guidelines of the Consumer Product Safety Commission's Handbook for Public Playground Safety, and our safety record has been excellent over the many decades. The Playground Committee was formed after an Arden child was killed in an accident caused by poorly maintained equipment, and it has provided safe play equipment to our Residents and guests since 1978.

Mary Vernon and Larry Walker, Co-Chairs

Questions :

Denis O'Regan – I urge the committee to look at the curbing that was installed around the playground area. It has been subsiding pretty quickly and sharp corners of 6" x 6", if that is what was used, could really crack a skull if a child falls on it. Please grade up around the curbing. *Larry* – That is part of our plan.

Playground Committee Report Accepted.

12.9 Safety Committee – Dave Claney

Dave read the following report:

Just a reminder, if you have not noticed, spring and summer are upon us and with warm weather. There are other people out and about. Please remember to either lock the doors to your vehicles or just don't keep anything of value in them.

Out of concern for everyone's safety I need to remind everyone that it is illegal to fire off fireworks. I know Fourth of July is right around the corner and is a lot of fun. However one year some kids, as witnessed by me, thought it fun to fire fireworks at people's homes. If anyone witnesses behavior such as this please call the police, as this is a fire hazard as well.

I would also like to note that it would be a kindness if individuals having the fun would clean up afterwards. It really seems unfair to the neighbors who enjoy the parks and open spaces that they should feel the need to clean up after you.

Lastly Indian Circle is closed from dusk to dawn, and use of theater area is subject to registration through the Civic Committee, and I believe everyone here remembers what Smokey the Bear used to say, “Only you can prevent forest fires.”

Questions:

Jennifer Borders – Last Thursday night there was a large [illegal] party at Indian Circle. I called the police. Cars had out-of-state plates. I urge everyone to be aware and call the police when this occurs. The more we ask the police to come, the more aware of the situation they are, and the more people will be deterred from partying in the woods. They are setting fires and not putting them out, leaving trash and broken bottles, and damaging trees. The Forest Committee urges anyone who wants to use the Indian Circle area to submit a permit form to the Town Secretary. That form can be found on our website. *Jeffrey Politis* – Regarding that party last Thursday night, there were fireworks as well. The Indian Circle bonfire party was announced on Facebook. I talked to police as they were rounding up the 19-22 year-olds. The police told them that they would be coming through more regularly.

Cynthia Dewick – I live along Harvey Rd. and this time of year my husband and I are out there doing yard work. We have the advantage of seeing a lot of you flying down Harvey Rd., as well as a lot of others. I encourage you to drive 25 miles/hour along Harvey Rd. and urge the Safety Committee to bring back traffic enforcement which has been lacking for years. *Chair Steven Threefoot* – There was discussion at the Ardencroft meeting last Thursday about getting solar powered speed displays placed along Harvey Rd., which would be permanent. They are discussing this with State Representative Bryon Short.

Cecilia Vore – I’d like to let the Safety, Civic, and Forest committees know that there is a new beach party area in the woods. It’s an area that has had fires before. It is across the creek from the Broadbent leasehold.

Lynda Kolski – The solar powered speed sign is great, but signs don’t slow people down. The only thing that deters people from speeding is enforcement. Every year we set aside money for that in the Budget. It is never spent and there are never any cops there. *Denis O’Regan* – In the past we have paid troopers a considerable amount of money to sit there and enforce the speed limit, but got very poor results. We were not even averaging two tickets per two-hour shift. Sometimes we got none. There are good statistics on having the speed display signs running.

Jim Laurino – When a road appears narrower, people drive slower. Could we have the white lines along the sides of the road painted closer into the road? *Dave* – Harvey Rd. is a state road and we cannot dictate how lines are painted on it. *Chair Steven Threefoot* – We have talked to them about that but, as I recall, they said it was already as narrow as they would make it. *Bev*

Barnett – We did try getting the white lines painted more narrowly. The bright new paint actually helped people navigate faster in the dark.

Safety Committee Report Accepted.

12.10 Registration Committee – Cecilia Vore

The Registration Committee conducts the annual election of Committees and Officers tonight. Votes will be counted on Tuesday, March 27 at the Buzz Ware Village Center at 7pm. The public is invited to attend. Results will be posted on the Village website and bulletin boards.

Absentee Voting was in place for this election. Information about how to vote absentee was posted on the town website and disseminated through the Arden Page and the March agenda minutes that was mailed to each household.

Questions-

Chair Steven Threetfoot – I'd like to request that the committee give us a summary of how the absentee voting went. *Cecilia* – We'd be happy to do that. Also, statistical results on the absentee ballots will be published with the election results.

Hugh Roberts – How do you get your information regarding new rentals? *Cecilia* – We call the landlords regularly and also find out from neighbors. *Hugh* – Across from us there has been a large turnover and I presume you give them welcome information. I'm mainly interested in regard to trash collection. *Cecilia* – The welcome packets that are distributed contain the information on trash collection. It is in the ACRA Phone Directory. We have contacted the landlady about that.

Registration Committee Report Accepted.

13.0 OLD BUSINESS –

Pre-Town Meeting publishing of items that require a vote – Marianne Cinnaglia

I would like to take off the Table the Motion that requires publishing, in advance of Town Meeting, any motion that has long term effects on Town policy or finances. *Chair Steven Threetfoot* – All in favor. Ayes have it.

MOVED

That any motion brought to the meeting of the Town Assembly that deals with 1) a significant expenditure of funds not covered in the annual budget or 2) a significant change in Town policy, be published in printed form either by delivery to residents at least ten days before the Town meeting or by appearing as part of the published agenda for the Town meeting. The exception to this prior publication would be under extenuating circumstances of

urgency brought on by an unforeseen matter involving an outside governmental agency or legal concern.

Questions –

Chair Steven Threefoot – To clarify the wording of the Motion before voting, this body can't vote to spend money that wasn't approved in the annual budget referendum. *Marianne* – We voted on the referendum that committees have a particular annual budget, but we heard tonight that some committee gave money to another committee.

Jeffrey Politis – It is stated in the budget referendum that money can be moved around.

Marianne – We also heard this evening that the BWVC would like to have access to funds for improvements.

Steven – There is a policy in place for requesting capital funds and we are following that procedure.

Alton Dahl – There have been a couple of times when we have asked the Trustees to please pay for something out of their funds because of some urgent unexpected need. Also, specifying what might be an urgent need, is limiting yourself.

Denis O'Regan – Most recently the Town Assembly approved a BWVC building managers salary of \$1800/year. That wasn't set forth in the Budget. *Steven* – Do we want to change the wording about the urgency? *Marianne* – We could shorten the last sentence at the word “urgency.”

SECONDED

Discussion-

Cecilia Vore – I am speaking against the motion. It is amorphous. We already have a budgetary restriction. Defining what qualifies as a significant future effect on the Town is impossible. People can already garner support for a motion they want to bring before the Town Assembly by publishing it. We have the ability to table motions we think we need more time to think about. Lastly, I publicize a lot, and I've found from experience that people don't read.

Betty O'Regan – Who would be the person to determine what would qualify for this? *Steven* – It would be up to the Advisory Committee to decide if it would go on the agenda. *Betty* – I think the steps to be taken need to be made clear. *Hugh Roberts* – I find it interesting that I don't have a copy of this very motion we are about to vote on. I didn't get one before the meeting, didn't find it in the Minutes, and didn't find it in *The Arden Page*. I didn't look on the website. We require our committees to do things. Why should we require ourselves to do so much? If someone has a wonderful idea during a Town Assembly, do they have to wait until the next Town Assembly to present it? I'm going to vote against this motion.

Denis O'Regan – I'm voting against it as well. Cecilia's use of the word 'amorphous' is right on. What is a "significant expenditure?" Compared to what? We already have good communication going on at Town Meeting; committees are working well; budget forecasting works well; we have a Village budget and a Trustees budget. There is so much more transparency and information available now.

Alton Dahl – I think we are getting too hung up on the details. This is not an ordinance. If you bring up a motion at Town Meeting that no one knows about then Town Meeting can say "Hey, that's important. You should have put that out." It doesn't need a procedure. It's just getting the word out. I'm going to vote for it because it is just an expression of how things ought to work.

Marianne – I did go to the Advisory Committee meeting and asked if it could be published on the agenda and the consensus was that it just took up too much room. Also, my main reason for this is that most people who come to the Town Meeting at least read the agenda. This would give them a better idea of some of the important issues that may be brought up for discussion and vote. They would be more informed ahead of time instead of hearing about it for the first time at Town Meeting.

Jeffrey Politis – I am voting against this. The intent is admirable but it goes beyond the needs of the Town. We already have the ability to table motions that we think we need more time to discuss.

Ray Seigfried – I think this motion is about transparency and intended to get more people, beyond this group that attends town meetings, to hear about important things. However, I remind you of what the State Legislature gave our community. They vested decision making to be right here in Town Assembly. This is where the action is. This is why we meet four times a year – to debate issues, whether they're significant or not. I'm voting against it.

CALL FOR THE QUESTION

The Secretary read the Motion. (See above)

NOT PASSED – Noes have it.

14..0 NEW BUSINESS—None.

15.0 Good & Welfare – None

16.0 Meeting Adjourned - 10:10 PM

Respectfully submitted,

Elaine Hickey
Secretary
Village of Arden

Trustees of Arden
 Quarterly Report
 February 24, 2012

Assets

Arden B&L	\$153,297.23
M & T Checking Account	52,498.69
Vanguard Bequest Funds	229,930.11
Vanguard Village Reserve	<u>4,424.90</u>
Total Current Cash & Equiv	\$440,150.93

Income

Land Rent & Related Income	\$585,923.85
Investment Income All Sources	<u>13,084.11</u>
Total Income	\$599,007.96

Expenses

New Castle County	359,346.09
Rebates	21,008.39
Village of Arden	165,000.00
Insurance	8,717.00
Third Party Audit	3,750.00
Third Party Bookkeeping	2,263.52
Third Party Legal	0.00
Third Party Engineering/Other	0.00
General Administration	<u>12,396.04</u>
Total Expenses	\$572,481.04

Trustee: _____

Mike Curtis

Admin. Asst: _____

Jade Mikes

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Position
As of March 24, 2012

Checking/Savings			
1000 · TD Bank Operating Account	81,421	General operating	
Total Checking/Savings - Village Funds	81,421	Total general operating	
1011 · TD Bank EECBG checking acct	1,242	EECBG grant expenses	
1010 · TD Bank MSA Checking Account	19,236	Municipal Street Aid	
1032 · Arden Building & Loan	25,724	Schroeder Bequest	
1005 · ING Direct	100,609	Schroeder Bequest	
1033 · Vanguard Money Market	266,878	Schroeder Bequest	
Total Schroeder Bequest	393,211	Total Schroeder Bequest	
1030 · Arden Building & Loan	12,009	Hamburger Lecture Series	
1031 · Arden Building & Loan	586	Buzzware Funds	
TOTAL ASSETS	507,705		
LIABILITIES			
2000 · Accounts Payable	9,850		
2010 · Payroll Liabilities	465		
Total Liabilities	10,315		
FUND BALANCES			
Buzz Ware Renovation Fund	5,366		
Lecture Series	12,176		
J Schroeder Bequest	393,211	\$4,000 committed towards FY12	
Memorial Garden	6,329		
MSA	19,236		
EECBG	2,725		
Capital Fund	10,000		
Village - general fund	48,347		
Total Equity	487,390		
TOTAL LIABILITIES & EQUITY	497,705		

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Activity
3/25/11 - 3/24/12

	3/25/11-3/24/12	Budget	Footnotes	% to Budget
Revenue				
4000 · General Funds - Village	165,000	212,400		77.68%
4200 · Grants	5,300	-	1, 3	
4800 · Bequest	500	-	2	
4510 · Franchise Fee Receipts	14,808	-		
4900 · Interest Income	859	-		
Total Revenue	186,467	212,400		87.79%
Expenses				
6000 · Payroll & Payroll Taxes	11,808	12,184		96.92%
6300 · Administrative Expenses	5,174	9,500		54.46%
6900 · Audit, Bkping, PR Expenses	5,316	6,000		88.60%
8000 · Committee Expenses	47,084	71,140		66.18%
8010 · Contributions & Donations	5,900	5,900		100.00%
Contingency Fund	-	9,500		0.00%
Capital, maintenance & repair fund	-	10,000		0.00%
8030 · Trash Service	69,431	72,000		96.43%
9000 · Debt Service	16,070	16,176		99.35%
Total Expense	180,783	212,400		75.70%
Surplus (deficit)	25,684	-		
Committee				
	Actuals YTD	Budget		
Advisory	-	200		0.00%
Archives	1,416	1,440		98.36%
Assessors	-	50		0.00%
Buzz Ware	-	7,000		0.00%
Civic	39,134	51,250		76.36%
Community Planning	14	1,000		1.38%
Forest	3,400	5,000		68.00%
Playground	3,000	3,000		100.00%
Registration	119	200		59.57%
Safety	-	2,000		0.00%
	47,084	71,140		66.18%
Footnotes:				
1) State of Delaware payment towards last fiscal years forrest committee expenses				
2) The estate of Wendy Degarmo gave a bequest of \$500 to the Village of Arden				
3) State of Delaware Forest Grant \$3,500				

Village of Arden

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY

Special Village Funds											
	Buzzfare	Budget	% to Budget	Buzz renovation	Hamburger Lecture Series	J. Schroeder Bequest	Memorial Garden	MSA	EECBG	Capital Maint/Re pairFund	
	3/25/11-3/24/12			3/25/11-3/24/12	3/25/11-3/24/12	3/25/11-3/24/12	3/25/11-3/24/12	3/25/11-3/24/12	3/25/11-3/24/12	3/25/11-3/24/12	
Revenue											
4000 - General Funds - Village		7,000	0.00%								
4010 - Donations	3,822	5,000		6,590			3,795			10,000	
4200 - Grant Revenue	-	-	#DIV/0!					16,049	227,114		
4400 - Rentals	21,810	21,802	100.04%								
4800 - Interest Income	33	-				2,893					
Total Revenue	25,765	33,802	76.22%	6,590		2,893	3,795	16,049	227,114	10,000	
Expenses											
6000 - Payroll & PR Taxes	11,562	14,133	81.81%								
6300 - Administrative Expenses	237	165	152.07%								
6310 - Janitorial Supplies	1,008	917	109.93%								
6500 - Equipment Purchases		250	0.00%								
6800 - Audit/Billing/PR Expenses	33	225	14.62%								
7020 - Utilities	7,264	9,537	76.17%								
7060 - Licenses/Permits/Fees/Album/Monitoring	991	785	126.26%								
7500 - Renovations	-	1,000	0.00%								
7600 - Repairs & Maintenance	1,337	4,000	33.42%								
8000 - Program Expenses	711	2,800	25.41%	2,370	168	3,981	3,558	11,666	224,389		
Total Expense	23,144	33,802	68.47%	2,370	166	3,981	3,558	11,666	224,389		
Surplus (Deficit)	2,621	-		4,220	(166)	(1,208)	238	4,662	2,725	10,000	
4555 Carried forward fund balance		1,146			12,342	394,479	6,091	14,244			
Fund balance				5,995	12,176	393,211	6,329	19,236	2,725	10,000	
Balance Available for Grants						4,000					

Arden Town Assembly
March 2012
Three Year Expense
Look ahead

Line#		NOTE	2011-2012 Appropriated	2012-2013 Appropriated	2013-2014 Forecast	2014-2015 Forecast	2015-2016 Forecast
1	TRUSTEE'S NON-BUDGET EXPENSES						
2	Property Taxes						
3	County (Property + Crossing Guard)	1	97,925	91,329	103,838	109,575	112,862
4	School (Brandywine + Votech)	1	313,140	300,861	335,000	335,000	345,050
5							
6							
7	Trustees Administration (Details below)	2	36,900	35,600	40,900	42,000	42,600
8							
9	Audit		2,500	3,000	3,000	3,000	3,000
10	Insurance		10,000	10,000	14,500	15,000	15,500
11	Professional-Legal		3,200	3,200	3,500	3,600	3,700
12	Operations & fees		18,800	17,000	17,500	18,000	18,000
13	Office Rent		2,400	2,400	2,400	2,400	2,400
14							
15	SUBTOTAL TRUSTEE'S NON-BUDGET EXPENSES		447,965	427,790	479,738	486,575	500,512
16							
17							
18	TOWN NON-BUDGET EXPENSES						
19	Trash & Special Pickup	3	72,000	75,000	77,250	79,568	79,568
20	Operations & Fees	4	15,500	15,500	15,800	16,700	17,000
21	Audit						
22	Printing, postage, phone, internet						
23	Administration						
24							
25	Long Term Debt(Sherwood Forest)		16,176	16,176	16,176	16,176	16,176
26							
27	State Aid and Grants	5					
28	Community Transportation Grant		0	0	0	0	0
29	Municipal Street Aid		14,116	14,166	7,100	7,100	7,100
30	Trails Renewal Grant		0	0	0	0	0
31							
32	Town Expenses	6					
33	Secretary		5,252	5,252	5,252	5,252	5,252
34	Treasurer		5,252	5,252	5,252	5,252	5,252
35	Town Payroll Taxes		1,680	1,680	1,680	1,680	1,680
36	Office Construction		0	0	0	0	0
37							
38	Buzz Ware Village Center Operations	7	31,948	29,710	30,387	31,044	31,044
39							
40							
41	SUBTOTAL TOWN NON-BUDGET EXPENSES		161,924	162,736	158,897	162,772	163,072

Arden Town Assembly
March 2012
Three Year Expense
Look ahead

		2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
	NOTE	Appropriated	Appropriated	Forecast	Forecast	Forecast
42						
43						
44	BUDGET EXPENSES					
45	Advisory	200	300	250	250	250
46	Archives	8 1,440	1,440	1,440	1,440	1,440
47	Assessors	8 50	50	50	50	50
48	Buzz Ware Village Center Support	9 7,000	7,000	7,000	7,000	7,000
49	Capital, Maintenance, and Repair Fund	10 10,000	10,000	10,000	10,000	10,000
50						
51	Civic Committee					
52	Roads, Commons, Snow plowing	11 51,250	53,000	54,500	56,000	57,500
53						
54	Community Planning	8 1,000	1,000	1,000	1,000	1,000
55	Forests	12 5,000	6,000	6,200	6,200	6,000
56	Playground	8 3,000	3,000	3,000	3,000	3,000
57	Registration	13 200	200	200	200	200
58						
59	Safety Committee	13				
60	Safety - General		1,000	1,000	1,000	1,000
61	Harvey Road Speed Enforcement		1,000	1,000	1,000	1,000
62						
63	Donations	13				
64	ACRA		1,500	1,500	1,500	1,500
65	Arden Page		1,500	1,500	1,500	1,500
66	Arden Library		800	800	800	800
67	Fire Companies		1,600	1,600	1,500	1,600
68	Arden Club Donation		500	400	400	400
69						
70	Gild Hall Rental	13		0	0	0
71	Contingencies	14	9,500	10,000	10,000	10,000
72						
73	SUBTOTAL BUDGET EXPENSES		96,540	99,790	101,240	102,740
74						
75	TOTAL TOWN EXPENSES	15	251,464	255,526	253,137	258,512
76						
77	TOTAL TRUSTEE & TOWN EXPENSES		699,429	683,316	732,875	745,087
78						
79						
80	BUZZ WARE VILLAGE CENTER BREAKOUT					
81	Expected expenses		31,948	29,710	30,387	31,044
82						
83	operational income and donations	16	23,500	23,500	23,500	23,500
84	trustee rental	17	2,400	2,400	2,400	2,400
85						
86	town support needed	18	6,048	3,810	4,487	5,144
87						
88	TOTAL EXPENSE TO TOWN	19	8,448	6,210	6,887	7,544
89						
90	TOTAL TRUSTEE & TOWN EXPENSES	20	675,929	659,816	709,375	737,324

Notes to March 2012 3YR Expense Projections

Overall -For the columns headed 2011-2012 and 2012-2013, the amounts are those approved in the referenda for those years and are not actual expenditures. The remaining columns contain forecast amounts.

Note 1 - School & County Taxes Brandywine School District Current BSD referendum will raise school tax by approximately 12% in 2012-2013. However, this number is expected to stay flat in the following two years. A 3% increase is added from F2015-16. For F2012-2013, a budget shortfall is expected if the referendum passes of approximately \$35,000. This accounts for the largest part of the increase between 2012-2013 and 2013-2014

Total Assessed Arden Property Value -For projections, we use the assumption that the total assessed value of Arden will rise 112 of one percent each year.

Note to the assessors - We now estimate that the school taxes collected in 2012-2013 will be under the tax if the referendum passes by approximately \$35,000. However, we expect it to stay flat for 2013-2014

Note 2 - Trustees administration costs are not expected to vary greatly from their YE 2013 levels. The most significant estimated increase is the cost of insurance.

Note 3 - Trash pickup is figured to rise at under 5% per year over the next two years and then stay flat (renegotiation may be necessary).

Note 4 - Town operations & fees include Audit, phone, internet, postage, printing & Administrative costs

Note 5 - Grants are not expected to be received, however we expect to receive Municipal Street Aid. These expenses will be 100 % offset by grant money and should not be an expense accounted for in land rent.

Note 6 - The costs of the secretary & treasurer are forecast to hold at their present levels.

Note 7 - Buzz Ware Village Center Operations are listed to hold at about \$31,000 per year for years ending 2014, 2015, & 2016. These are total expenses from the Buzz and does not indicate the income off-set.

Note 8 - Denotes that budget amounts are set by the budget committee based on previous budgets.

Note 9 - \$7,000 set aside for Buzz for support to account for an income shortfall. Annual support.

Note 10 - The Capital, Maintenance, & Repair Fund, newly created for YE 2012 is forecast to have \$10,000 per year added to it. It will go to \$0 in the out years after 2013-2014 if no money is spent.

Note 11 - Civic Committee expense for Roads, Commons & Snow Plowing are expected to rise at under 3 % per year.

Note 12 - The forest committee has forecasted 6,000 per year for the next three years.

Note 13 - Registration, Safety, & Donations will hold their present levels except that an Arden Club donation of \$ 400 has been added for the forecasted years. Note that Gild Hall rental has been discontinued.

Note 14 - Contingencies are forecasted at \$10,000 per year.

Note 15 - This total does not include the \$7,000 Buzz support as this support would only be used in case of income shortfall of the Buzz. Hence, this \$7,000 is already included in the Buzz expense (line 48).

Note 16 - Expected income from Buzz Ware Operations and Donations

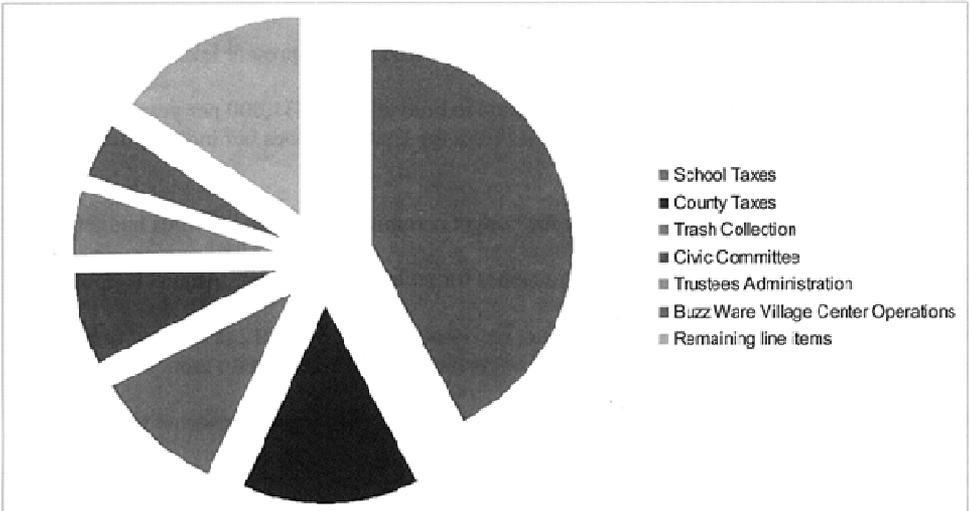
Note 17 - Trustees will begin to pay rent to the Buzz Ware Village Center for office space. This is a trustee expense (line 13) which will come from land rent.

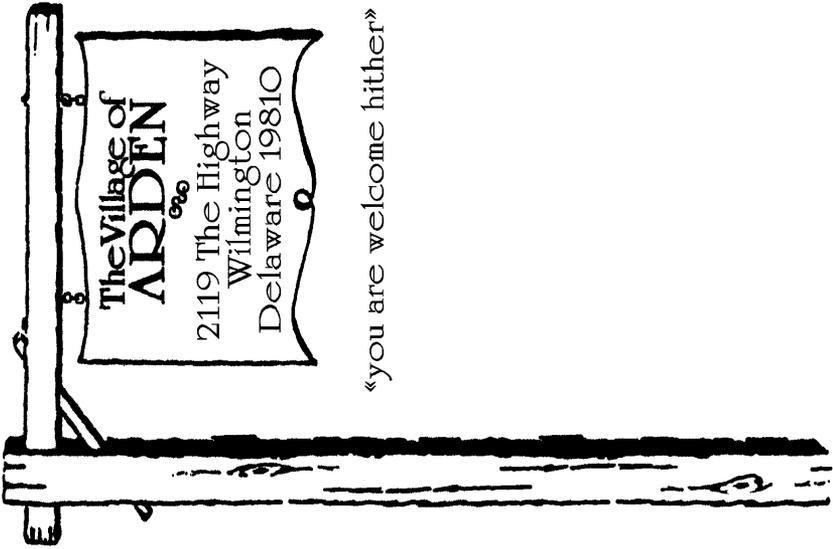
Note 18 - Amount expected to be required to come from the \$7,000 town support (line 48).

Note 19 - Total amount of money expected to be required to come from land rent to support the Buzz (addition of line 84 plus 86)

Note 20 - Total Trustee and Town Expenses after Buzz operational income and donations are removed (line 77 minus line 83)

Projected Expenses 2012 (Budget and Non-Budget)	\$706,429.00	
School Taxes	\$301,030.00	42.6%
County Taxes	\$98,402.00	13.9%
Trash Collection	\$75,000.00	10.6%
Civic Committee	\$53,000.00	7.5%
Trustees Administration	\$36,900.00	5.2%
Buzz Ware Village Center Operations	\$31,950.00	4.5%
Remaining line items	\$110,147.00	15.6%





«you are welcome hither»