

# *Town Meeting*

Monday, March 23, 2015  
7:30 p.m. - Gild Hall  
2119 The Highway  
Arden, Delaware

## **AGENDA ITEMS WILL INCLUDE:**

- Elections of Officers & Standing Committees
- 
- Committee Reports

*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  
**Monday, January 26, 2015**  
 Gild Hall -Arden, DE

Attendees 70

Eliabeth	Resko	Kathrine	Threefoot	Jennifer	Hintlian
Laura	Wallace	Sally	Sharp	Harry	Hintlian
Dela	Bryan	Ron	Meick	Joseph	Dugan
David	Michelson	Keri	del Tufo	Elizabeth	Varley
Ray	Seigfried	David	Nordheimer	Ron	Ozer
Gary E	Quinton	Julia	McNeil	Lily	Ozer
John	Martin	Katrina	Streiff	Carl	Falco
Victoria	Davis	Elaine	Hickey	Megan	King
Danny	Schweers	Dorinda	Dove	Barbara	Henry
Albert	Marks	Frank	Maier	Michael	Liles
Mike	Curtis	Pat	Maier	Barbara	Macklem
Sadie	Somerville	Bill	Theis	Rick	Rothrock
Jim	Laurino	Dale	Brumbaugh	Sue	Rothrock
Cynthia	Dewick	Jennifer	Borders	Cecilia	Vore
Heidi	Hoegger	Ed	Rohrbach	Brooke	Bovard
Mark	Wood	Walter	Borders	Stephen	Harcourt
Jill	Althouse-Wood	Mick	Fitzharris	Barbara	Shippy
David	Gerbec	David D	Claney	Toby	Ridings
Rodney	Jester	Chris	Burslem	Clay	Ridings
Carol	Larson	Jan	Rudzinski	Jeffrey	Steen
Steven	Threefoot	Alex	Rudzinski	Tom	Wheeler
Cookie	Ohlson	Alan	Burslem	Jeffrey	Politis
Barbara	Threefoot	Carol	DiGiovanni		
		Marianne	Burslem		

### 1.0 Call to Order

Chair: Danny Schweers called meeting to order at 7:40 P.M.

### 2.0 Minutes

The Minutes for September 2014 Town Meeting were approved as presented.

### 3.0 New Residents

Mary Young, and Harry Hintlian.

**4.0 Recognition of the Departed:** Moment of Silence: Bill Press (served as Town Chair for 30 years), Elaine Brooks (lived in Arden 93-96), Molca Buden, and Kerry Miligan.

**5.0 Visitors:** None

**6.0 Communications:**

Communications from the Chair Meeting of the Town Assembly for the Village of Arden, Delaware January 26, 2015

On December 23, the Local Service Function Application for Fiscal Year 2016 was delivered to New Castle County's offices from the Village of Arden. This application is submitted each year and authorizes New Castle County to provide government services, such as policing, that our village government does not provide its residents. The application also reduces taxes on our leaseholds for services our municipality pays for and New Castle County does not. These services include recreation programs (\$29,200 Buzz Ware Village Center, \$1,500 Arden Community Recreation Association, and \$800 Arden Library) and operation of local parks (\$54,500 Civic, \$3,800 Memorial Garden, and \$3,000 Playground).

At my request, Verizon Wireless performed a survey of cell tower signal strength in Arden on December 31, 2014. Beverly, of Verizon Wireless Executive Relations, told me that Verizon Wireless customers in Arden are served by three different towers, none of them close enough to provide good signal strength, in part because Arden is so heavily wooded. A new tower is only a remote possibility because planning, and permitting can take years, assuming there is an economic justification. As an alternative, Verizon customers with Internet cable can ask Verizon to provide them with a network extender, which will boost signal strength in the home. Usually Verizon charges for these network extenders, but I know of three households in Arden to which they have been provided for free based on complaints of insufficient signal strength.

The town assembly chairs of the three Ardens are no longer meeting to discuss the Buzz Ware Village Center. We succeeded in clarifying several issues. The transfer of ownership to the Village of Arden was found, it was discovered in our charter that only residents of Arden can vote on its committees, and the town meeting motion was found that allows non-voting representatives from Ardentown and Ardencroft to serve on the Buzz Ware Village Center Committee. This past year, the three chairs also explored the possibility of creating a non-profit organization to manage the Buzz, but there is little community enthusiasm for this option in the three Ardens.

Finally, as I announced in the Arden Page in January, I will not be seeking a fourth term as Chair of the Town Assembly. I encourage each of you to consider taking on this position, or to encourage someone else to take it on. Only 12 to 18 hours a month are required for this volunteer position, and the service to the community is both rewarding and needed.

**7.0 Trustees Report:** Mike Curtis

**Trustees Report September 22, 2014**

The Trustees have several items to report this evening:

**Finances:** We have copies of the quarterly financial report available tonight. We have paid the New Castle County and School taxes which are due September 30:

Regarding rebates, the rebates to individual leaseholders are calculated from programs administered by New Castle County (not the Trustees). One program gives a tax exemption, and the other a tax credit. The County program called **Senior School Tax Rebate** is a tax credit for those 65 and over (that is the only criteria) and the other program is called **Senior or Disability Income Exemption** that is based on your adjusted gross income for the previous calendar year. You must apply one time to receive the Property Tax Relief credit and for the Senior or Disability Income Exemption: We encourage you to apply. There is a filing deadline to qualify for the upcoming tax year. Please contact the New Castle County Treasurer's Office (302) 395-5520 for an application and for any questions that you have. The County is most helpful with the forms. The eligible leaseholders for the County programs this year should receive their rebate

County taxes	83,696.82
School taxes	318,577.02
Total County and School taxes paid	<b>402,273.84</b>
Rebates to individual leaseholders	<b>35,866.12</b>
<b>Total paid</b>	<b>\$438,139.96</b>

checks by mid-October. If you do not receive your rebate by then, please contact the Arden Trustees Office (475-7980).

**Legal: Buckingham Green**-All parties now have signed the agreement and we will be receiving the check by month end.

**Lease Transfers**-1912 Sherwood Road, Winnerling to Larson

Respectfully submitted,

*Mike Curtis*

Mike Curtis

**8.0 Treasurer's Report:** David Michelson

Reviewed Financials (copy attachment).

Budget Balances

Reminder: All committees review their balance left in their budgets and plan to spend it down by the end of this fiscal year, March 24, 2015.

Audit

Two independent Audits will be performed: One will be performed on Trustees accounts and the other audit will be performed on the Village accounts. A Consolidated Audit report will be prepared and presented.

Schroder Funds Process

Schroder Bequeath funds outline process was presented January 2011 report. Review it again as follows: The amount that is available for the next fiscal year will be announced at the September Town Meeting. 2) Committees will submit their proposals to the Town Officers prior to the January Town Meeting when they will be announced to the Town Assembly. 3) The Officers will review the proposals and discuss their recommendations at the Advisory Committee Meeting in March. 4) With the guidance of the Advisory Committee the Officers will make their decision and announce it at the March Town meeting. All funds go through the standing committees. This process is a streamlined version of the original process that was suggested 7-8 years ago which

designated a project administrator working with the Officers. Now, the Advisory Committee will fill that role.

Playground Committee may submit a written request for Schroder funds up to \$7,500 to help pay for the slide.

Questions: A request was made to have the ad hoc committee meet to discuss alternative investments strategies for the Schroder Fund.

Are there any limitations on uses/purposes of Schroder funds? To read Johanne's will for yourself, visit:

<http://arden.delaware.gov/finances.htm>

Respectfully Submitted

David Mickelson, Treasurer

Treasurer's Report Accepted

**9.0 Advisory Committee:** Bill Theis Advisory Report January 26, 2015

Elections will be held in March. If you are interested in running for any committee, please contact Bill at [Wltheis@comcast.net](mailto:Wltheis@comcast.net). There is a form on line that you can fill out and submit to have your name placed on the ballot.

Current Nominations are as follows:

Archives - Lisa Mullinax, Barbara Macklem.

Audit - Mark Wood, Marvin Sayer, Jan Rudzinski, and Laura Wallace.

Budget – None

BWVC – Toby Ridings, John Larkin, Bill Theis, Steve Threefoot, Alex Rudzinski, and Eliot Levin.

Community Planning – Sally Sharp, Ray Seigfried, Dan McNeal, Ron Meick and Mark Wood.

Forrest: Carol Larson, Ed Rohrbach, Jennifer Borders, Megan King, and David Jones,

Playground: Dela Bryan, Jim Laurino and Jeff Politis.

Registration: Barbara Henry, Mary Murphy, Elizabeth Varley

Safety – None

Secretary Liz Resko

Treasurer David Mickelson

Advisory Bill Theis

Town Chair Jeff Politis and Brooke Bovard

Any nominations from the floor? None

Financial Policies are on the website for your review.

Respectfully submitted

Bill Theis

Advisory Committee Report Accepted

**10.0 Assessors Report:** Brooke Bovard

The Arden Board of Assessors convened for 2015 at 7pm on January 7th, 2015 at the BWVC. Brooke Bovard was elected chair, with secretarial duties to be rolling. The oath of office was taken and a meeting schedule set in custard. The next meeting is 7pm on the 2nd Tuesday the 10th of February 2015, at the BWVC. The topic is the basis of the assessment. Public meetings will be 7-7:30 pm in May and June, before the regularly scheduled meetings. Brooke Bovard for the BOA

## 11.0 Committee Reports

### 11.1 Safety: Brooke Bovard

Happy New Year, Ardenites!

Meetings: The Safety Committee continues to meet on the 2nd Wednesday 7pm, at the BWVC. All are welcome, including members of the Safety Committee.

Parking: Parking enforcement continues to be of concern, and will be of more concern during plowing season. We appreciate hearing from folks who fear that the parking ordinances are not being observed, and follow up. Thank you.

Fire: Likewise, please be aware of where the fire hydrants are, near your leasehold, and uncover them if they are accidentally covered. The house you save may be your own.

Pets: On the pet front, we have obtained through Councilman Cartier's office a list of registered dog owners. We recommend that everyone who owns a dog be sure you are up to date. Dog licenses must be renewed by March 1st. This may be done online through the NCCDE website.

Harvey Road : We have been in communication with DelDot about the crosswalks on Harvey road. We are expecting new and more visible signage, possibly this winter, and road markings in the spring. However, be pedestrian aware. This is part of the on-going struggle to maintain safe speeds on Harvey Rd. Please help by being aware of your own speed.

Signage: Safety, with some volunteer help from Rowan Harcourt-Brooke, Tiernan Harcourt-Brooke, and Leannan Harcourt-Brooke, re-erected a downed Stop sign at the corner of Orleans and The Highway. The post was rotten, which means that the long-awaited sign replacement may include post replacements. When we have a date, we will welcome volunteers. (Civic has very kindly offered their assistance, already.)

Thanks for all the communication and support.

Brooke Bovard, chair

Safety Report Accepted

### 11.2 Registration: Cecilia Vore

Jan 26, 2015 Report to the Town Assembly • Registration Committee

#### Fall 2014 Elections

The Registration Committee conducted the **2015-16 Budget Referendum and election of the Board of Assessors for 2015**. Ballots were counted on Tuesday, Nov. 4, 2014. To our best calculation, there were 331 residents eligible to vote in these elections. We received 246 valid envelopes containing ballots; There was 74% participation. Under the rules for approval, the budget needed 167 "yes" votes to pass. *One line item failed to receive this approval: the Playground Committee Budget received only 162 votes of approval.* The votes in detail are as follows: 154 votes for "Approve Entire Budget," 4 "Disapprove Entire Budget" and 87 ballots with itemized disapprovals. There were 3 invalid ballots. individual **disapprovals** were as follows:

The following residents were elected to the Board of Assessors: Brooke Bovard (convener). Also elected (in this order): Warren Rosenkranz, Denis O'Regan, Gary Quinton, Bill Theis, Joe del Tufo, Jeff Politis.

Many thanks to Mickey Fitzharris, Albert Marks, David Michelson, Mary Murphy,

Gary Quinton, Bill Theis, and Elizabeth Varley, for assisting with the vote count. They certainly got a lot of practice with the Hare System — it wasn't until the 14th transfer that the seventh Assessor was elected.

Election results were posted on town bulletin boards and the town website, as well as published in the Arden Page. All election records and final tallies are filed in the Town Office in the Registration Committee's binder of election records. Actual ballots are kept for one year.

### Committee Elections

The Registration Committee will conduct the Election of Officers and Standing Committees at the March Town Assembly. The election will be held by secret ballot at the beginning of the meeting, and voting will continue throughout the meeting. Residents who have lived in the village for at least 6 months and are 18 years or older on the night of the election are eligible to vote. Residents can request an absentee ballot by submitting an Affidavit, which is available at the meeting tonight, at the Town Office during regular office hours, and from the town website.

Committee nominees are invited to post comments about themselves and the ways they can contribute to committee work on the town website so voters can become more familiar with candidates and with the committees themselves. Comments should be sent to [registration@theardens.com](mailto:registration@theardens.com) for posting.

### Lowering the Voting Age

The Registration Committee was asked by the September Town Meeting to consider allowing 16- and 17-year-olds to vote in Arden elections. We were asked to report back to tonight's meeting. The Committee discussed this at two meetings and our recommendation is against it for several reasons:

- 1) We don't see a group of teenagers initiating a change.
- 2) Each time we increase the number of eligible voters, we also increase the number of

Advisory Committee	4	Safety Committee: General	4
Archives	8	Safety-Speed Enforcement	12
Board of Assessors	1	Buzz Ware Support	11
Budget Committee	1	Donations - ACRA	5
Capital, Maintenance & Repair	0	Donations - Arden Page	0
Civic Committee	13	Donations - Arden Library	5
Community Planning	2	Donations - Fire Companies	2
Forest Committee	5	Donations - Arden Club	6
Playground Committee	76	Contingencies	17
Registration Committee	0		

votes needed to pass a budget referendum. That is as it should be, and the Registration Committee considers getting out the vote to be a responsibility rather than a burden. However, we think the budget election is unlikely to draw a lot of participation from young voters and lowering the voting age will make it more difficult to pass a budget.

- 3) The committee feels there other ways of involving young people in Village life, many of which are already effective. In addition to the many activities of ACRA and the

Arden Club, younger residents take part in the woods cleanup, the Memorial Garden cleanup, and activities at the Buzz Ware Village Center. In the past, high school students have assisted the Registration Committee with vote counts. In the future, we will regularly recruit teens to help with elections. We encourage all committees to involve young people in the work of their committees whenever possible.

4) Changing the voting age to 16 would require the approval of the Town Meeting, probably in the form of an ordinance. The Act to Reincorporate would then need to be amended. This was done previously, when the voting age was changed from 21 to 18. Anyone wanting to pursue this change should consult the minutes of Town Meeting and follow the same procedure that was used before.

Respectfully, Cecilia Vore, chair, Arden Registration Committee  
Registration Committee Report accepted

### **11.3 Playground Committee:** Jim Laurino

#### **MOTION:**

Moved that the town approves installing an embankment slide on the South end of the Arden Green as shown in the drawings presented at this meeting.

Approval is contingent on obtaining funding for the project without using land rent.

Playground committee report

1. We have decided to use the remaining 2014-2015 budget to buy mulch and some maintenance parts for the swings to be installed in the spring. We will do this before the end of this fiscal year.

We are hopeful that what we do with this money will allow us to maintain the safety of the playgrounds in 2015-2016, as the playground budget was not approved for the next fiscal year which begins at the end of March.

2. If a safety related repair is needed on the playground in the 2015-2016 year, the committee will seek money from the town to deal with the safety issue. If those funds cannot be found, then we will close that area of the playground until the safety issue can be resolved.

3. Playground committee continued to assess the various options for a new slide on the village green in preparation for a presentation to the town at the January 2015 town meeting.

#### **Discussion:**

Con

No schedule for completion provided.

The Steps built into the mound is a safety concern.

Exact dimensions/foot print not provided in presentation.

No exact diagram, no exact costs provided resulting in an incomplete plan.

Pros

Civic Committee has responsibility of maintenance of the greens and they approve this plan. In terms of safety, maintenance, and if the details of the landscape slide are as interesting as the children treat the moonlight theater steps (children sliding up and down and running around moonlight steps), then a good job was done.



Question:

Do we continue debate? Vote: No. The debate is cut off.

Vote on the MOTION

The motion before the Town Assembly is moved that the town approves installing an embankment slide on the south end of the Arden Green as shown in the drawings presented at this meeting. Approval is contingent on obtaining funding for the project without using land rent.

Request for a secret ballot. Cecilia Vore, of registration: If the members of the Assembly believe a secret ballot will result in a truer expression of the will of the voters, he or she may move to have a vote taken by secret ballot. The Motion must be seconded and takes precedence over any other motion on the floor and it is not debatable. The majority of the Assembly agrees, and then a secret ballot is taken and counted by the tellers.

Jeff Steen presented a Motion for a secret ballot and it was seconded. Vote: Nos have it. The vote on the motion will not be a secret vote.

Read MOTION again

The motion before the Town Assembly is moved that the town approves installing an embankment slide on the south end of the Arden Green as shown in the drawings presented at this meeting. Approval is contingent on obtaining funding for the project without using land rent.

Vote:

Motion was accepted

A count was requested

Hand vote

Favor

Oppose approx 7

Playground Committee Report Accepted.¶

#### **11.4 Forest Committee:** Carol Larson, Katrina Streiff

Forest Committee report: Town Meeting, January 26, 2015

In cooperation with the Civic Committee, we planted American elms and swamp white oaks on the Green in December. Funding for this project (contract# TP 09-65-01-04-14-02) is from the Delaware Forest Service Urban and Community Forestry Program. Many thanks to Ed Rohrbach and Ruth Panella who will help with maintenance watering.

The forest component of this grant is to plant seedlings in forest border areas that have been disturbed by construction or invasive plant encroachment. We've been working on the area beside St. Martin's Lane because we hope that the new trees will serve to absorb excess flow and anchor the soil and thus reduce the damage from the stormwater outflow pipe. Species have been chosen to diversify the understory and survive intermittent flooding. They include ironwood, river birch and swamp white oak. You may have noticed the flags marking the seedlings planted to date. The work is on hiatus because a project planned by New Castle County to reinforce the concrete of the sewer conduit under the path and drain placement. We will continue planting in the spring after sewer service work is finished in April. We hope to coordinate with John Scheflen, in an effort to help solve water flow from his property that impacts the woods.

Other border areas to plant include the area at the end of Woodland Lane, the forest

border of the newly renovated house at 2033 Marsh and other border areas. We have been in contact with the resident at 1905 Millers to improve the damage done during the delivery of the shed in their backyard. The contractor drove over the same route that our contractor did when we took out a large poplar in 2013 that was leaning toward their property. This makes it difficult to parse out the responsibility. They also took care to drive close to the fence which is at least 5 feet from the actual border. They will contribute soil and compost and we will replant with some of our seedlings. It is important to avoid driving vehicles in the forest because it damages soil structure and limits the ability of trees to get oxygen. Please consider using mats made for the purpose or caterpillar wheels to save forest border areas and trees.

Mosquito control decision. Report from Frank Jost, Ardencroft Public Works, from March 2014. "I've also looked into the Mosquito control services offered by the Department of Natural Resources and Environmental Control (DNREC). Mosquito control is basically aimed at containing the risk of eastern equine encephalitis, West Nile virus, canine heartworm and at furthering economic interests such as tourism as well as personal comfort. The Centers for Disease Control reports one human case of West Nile Virus in New Castle County in 2013, two in Kent County and none in Sussex. There were no reported cases of equine encephalitis in humans that year and canine heartworm in general is extremely rare in people.

What DNREC offers, on request from our officials, is a program of periodic fogging with Permanone 31-66 or BioMist 31-66. The 31-66 refers to identical proportions of the same active ingredients, Permethrin and Piperonyl Butoxide respectively.

The initial fogging is done on written request from the town and subsequent requests have to be made on an as-needed basis. Fogging is done along designated streets from a machine mounted on a pick-up truck and at what is described as ultra low volume. The fog can linger in the air for 20-30 minutes, depending on wind and humidity levels and is EPA approved when applied according to (Material) Safety Data Sheets (SDS are online). The SDS notes that the chemical is highly toxic to bees and to fish and aquatic organisms.

If our community requests fogging, DNREC maintains a listserve where you can sign up and be notified by e-mail a day in advance of fogging that would be scheduled on your street. DNREC most frequently sprays in a 3-4 hour window from sunset and on into the evening and less frequently from a half hour before sunrise and into the morning hours.

You can find that information and more at [dnrec.delaware.gov](http://dnrec.delaware.gov), Division of Fish and Wildlife Services, Mosquito Control Section, or simply by an online search for Delaware + Mosquito + Control. The exact URL is <http://www.dnrec.delaware.gov/fw/services/pages/mosquitosection.aspx>

There are alternatives to chemical fog, such as propane fueled mosquito traps at \$300-\$500 that claim to cover one acre but are not subsidized by any government agency. (Dick Lebeis bought one for far less on e-Bay where there are some offered at about \$140 and there are any number of bug zappers sold at \$30-\$100 for patios etc.)"

Permethrin/Biomist: This pesticide is extremely toxic to aquatic organisms including fish and aquatic invertebrates. Runoff from treated areas or deposition of spray droplets into a body of water may be hazardous to fish and aquatic invertebrates. Do not apply over bodies of water (lakes, rivers, permanent streams,

natural ponds, commercial fish ponds, swamps, marshes or estuaries) except when necessary to target areas where adult mosquitoes are present and weather conditions will facilitate movement of applied material away from the water in order to minimize incidental deposition into the water body.

Invasive plant control continues in various areas. We also have been reviewing Arden's invasive species removal projects from the past twenty years. We have records from invasive removal projects from the 1990's and hope to learn to maximize future efforts by reviewing the success of those efforts. Thanks to Bev Barnett, Alton Dahl for their past efforts.

When the weather clears we plan to continue on boundary marking, estimates for bridge replacements in the Sherwood Forest and erosion control planning.

Once again Arden has been granted Tree City Status which is awarded for planning for tree management and conservation. Participation in the program adds value to our grant applications for tree planting and management

Discussion:

Clarification: The Forest Committee recommends NOT to spray for mosquitoes.

Vacancy needs to be filled because Deb Theis has retired. The committee nominates Megan Murphy King. (Terms end March 2016. It is one year). No other nominees from the floor. Vote: accepted nominee.

Tom Wheeler requests that the Forest Committee consider the Schroder funds specifically designated for the benefit of the forest.

Cecilia Vore pointed out that the Forest Committee has a facebook page called Forest of the Ardens and she thinks it is "delightful".

Forest Committee Report Accepted

**11.5 Community Planning:** Ray Seigfried

**MOTION**

Community Planning Committee moves that Town Assembly amend our FEMA resolution as follows:

Item 8: To notify FEMA and State NFIP Coordinator within 30 days of changes to Local Service Agreement with New Castle County.

Motioned accepted

Community Planning Committee Town Meeting Report for January 2015

FEMA Flood Insurance:

Our FEMA resolution approved by Town Assembly last year was not accepted in its current form. The resolution will need to be amended for an administrative change given that we renew every year with the county for land use compliance. FEMA wants a clause in our resolution that if we choice not to renew with the county that Arden will contact them within 30 days. That clause will be presented before Town Assembly today for approval.

Community Gardens Interest Group:

In January 2009 a motion was passed by Town Assembly to allow Community Gardens Interest Group to start a community garden in the area known as the "Tot Lot" near

Buzz Ware. Community Planning Committee, Civic Committee and Buzz Ware was to assess their progress and provide a plan for future use before Town Assembly by 2009. This never took place and last year the interest group approached Community Planning about this concern. Community planning has met with the Community Garden Interest Group to review a more permit identity for this activity. They are interested in obtaining formal recognition as a community activity. They have established a full accounting of their finance through a budget and kept detail records of expense. They have established a charter governing who and how people can participate in the garden and overall it continues to be a well-supported activity. I welcome everyone to join Community Planning Committee on the third Wednesday of February at Buzz Ware 7:00 pm. to discuss creation of a plan for a community garden. I hope to provide a resolution for consideration at our March meeting.

Vacant House Registration Ordinance:

Community planning, Registration Committee, Town Secretary and the Chairman identified 12 potential vacant houses in Arden and they were all sent a letter for registration as our Ordinance requires. I will have a final report at our March meeting regarding the outcome.

Community Planning Committee Report Accepted

**11.6 Civic Committee: Co Chairs** Ed Rohrbach, Valerie Hutchinson

Trees:

Five blight resistant American elm trees and two swamp white oaks were successfully planted on the Arden Green this fall. A red maple was removed from the public area along Lower Lane. Two dead trees along the northern border of Sherwood Green were also removed. It has come to our attention that the City of Philadelphia is preparing to remove all of the ash trees on public lands because of an invasive beetle that is killing all of the ash trees in the area of Bucks County it has already invaded. We must consider the probability that the beetle will soon appear in Arden. We have many ash trees here.

Next Civic Meeting is scheduled for February 3, 2015 (Tuesday) at 7 P. M.

Respectfully submitted

Edward Rohrbach

Co-Chair

Civic Committee Report accepted

**11.7 Buzz Ware Village Center:** Steven Threefoot

Financial and Building Use: As an overview, the BWVC is financially solid. Since the beginning of the fiscal year through January 11, 2015, we have a net positive operating fund of \$1,385 on an increase of almost \$2,800 in revenues and an increase of just under \$500 in expenses. Our Renovation fund income has dropped just under \$1,300; while, the outlays for building maintenance and long-term improvements has been significantly less than the previous year. I would like to point out that the decrease in the Renovation funds income is approximately equivalent to the \$1,400 we received from the combined contribution from the Village of Ardentown and the Ardentown Trustees in their 2013 fiscal year. We did not receive a contribution in Ardentown's 2014 fiscal year. I have had a number of conversations with the Ardentown representative and the past and current Chair of Ardentown on this subject. I feel confident that Ardentown, as a community, supports the Buzz and does intend to make a contribution in their current fiscal year.

We have been tracking the building use since the April 1. The use of the building (by

our definition of slots) has been occupied ~35% of the time. To give you a feel for how the building is currently being used, approximately 60% of the use is rentals, 10% is official meetings, and 30% is community events. The Committee tracks monthly the total building use and the distribution of type of use. We would like to see an overall increase in building use, but feel the balance between type of use is about right.

Website: If you have not seen the new BWVC website, you should visit it. We have added significant functionality, and have added the ability to sign-up to receive notices of community events, make suggestions and to volunteer. The website is located at [www.ArdenBuzz.com](http://www.ArdenBuzz.com) with links from other community websites. The Buzz also has a Facebook group. Please join to see and discuss events at the Buzz.

Policies: We have established and published standard rental rates for use of the building; we are working toward aligning event alcohol sales with State requirements; and, we are working toward documenting committee policies. To be upfront on this, we are not significantly changing policies at the Buzz, except where practice is not in-line with legal or Village policy. We are simply working toward codifying the current practices in hopes of better transparency. One example is our documentation of the “Ardens” discount which is available for renters and non-profit organizations on the rate charged for use of the building. I have already spoken about the change in alcohol sales policy to align with State requirements. This will be an ongoing effort.

Programming: A number of community events have occurred at the Buzz since the September meeting. The Coffee House (2<sup>nd</sup> Friday evening of the month) has had very strong participation. We would like to thank Frank and Elyse Vincent for volunteering their time to organize the program. On the 1<sup>st</sup> Friday of the month, the Buzz sponsors a guest artist for the Wilmington Art Loop. The artist’s work is on display in room 3 for varying lengths of time. The committee is working on a policy for selection of artist and the work to be displayed. Details of the policy should be complete by the March meeting.

We do have upcoming community events at the Buzz. We host the Art Loop opening of Jane Koester’s photographs from 6:00 to 8:30 PM on Friday, February 6. The Coffee House will be the following Friday, February, 13. Also, the Archives, ACRA and the Craft Shop Museum have a fundraiser scheduled at the Buzz on Saturday, February 7. On a less positive note, I would like to report on the New Year Day pot-luck brunch. This community event was open to all residence of the Ardens. Those that attended had a good time; however, the turnout for the event was smaller than expected. This event reminds the Committee that we still have some way to go to reach the full potential of the Buzz as a community center.

Finally, the Committee is in the early stages of identifying programming to build on the Coffee House and Art Loop by establish community events every Friday evening. If you are interested in helping with this concept, please contact a committee member or come to our Committee meeting.

Maintenance: The overall current state of the facility remains good. The committee has replaced all the exterior light fixtures except the one at the street. We are working to identify the more appropriate fixtures for this location. We do have a number of items on our maintenance and improvement list. Two large items are new exterior paint or stucco and new refrigerators. The estimates on the exterior of the building are running in the \$20,000 range. We are putting together a plan to finance this cost. We hope to identify grant sources for some of the cost and will likely approach the assembly for some funds from the Village capital account.

We do ask, if you observe something in or around the facility you find of a concern, or if you simply have suggestions for facility improvements at the Buzz Ware, please contact Randy Hoopes, another person on the committee, or go to the Buzz Ware website under "Contact". You can make comments, submit an idea for a community event or volunteer.

### Committee Representation

The Committee has four focus areas: finance (Bill Theis), programming / promotion (Toby D'Alterio Ridings), website / e-marketing (Walt Borders), and maintenance (Randy Hoopes). If you have interest in getting involved with the Buzz, please contact any of these Committee members, me or go to the Buzz Ware website.

We have provided the Advisory Committee six names of residents who have agreed to place their names into nomination for the three Committee slots on the March ballot. The three current members of the committee whose terms will end in March have agreed to stand again.

As many of you are aware, the BWVC has one non-voting representative from both Ardentown and Ardencroft. Amy Pollock has stepped down as the representative from Ardencroft. Ardencroft has not formally notified the Committee of who will be the future representative from Ardencroft.

Finally, the Committee will meet at the Buzz on Monday, February 16 at 7:30 PM. As we try to expand the community event calendar, the greater the involvement of the residences of Arden, Ardentown and Ardencroft, the better the events will be. Please join us at our next meeting.

Respectively submitted,

Steven A Threefoot

Buzz Ware Village Center Report accepted

**11.8 Budget Committee:** Jeffery Politis

No report

Questions None

**11.9 Audit Committee:** Cookie Ohlson

On January 14, the Audit Committee met with Pamela Baker from Barbacane and-Thornton Company to discuss their annual audit on the Trustee's books. This control report disclosed no material weaknesses or significant insufficiencies. The Audit Committee also performed a random audit on the town's accounts. All was found to be in order.

Helen "Cookie" Ohlson

Chair

**11.10 Archives:** Lisa Mullinax

Archives Committee

Town Meeting Report

January 26, 2015

The Museum and Archives Committee is pleased to announce that our 10<sup>th</sup> Anniversary Exhibition opened October 19<sup>th</sup> of last year. The exhibition is *The Craft Shop – A Place to Work, to Live, to Dream*. It traces the history of the building which now houses the Museum from its beginning as one of the farm out-buildings on the land originally purchased in 1900, through its use a craft shop, a home for the Arden Forge, studios and apartments. To help create the exhibition we received a grant from the Delaware Museum Association which enabled us to produce our first ever catalogue. It is available for sale and at only \$5 it is sure to be a collector's item.

In honor of our 10<sup>th</sup> Anniversary, John Cartier, our County Council Representative, introduced a resolution at their November meeting to recognize the event. Members of the Board and the Archives Committee attended the meeting.

We held our Annual Giving Campaign this fall and wish to express thanks for the generous contributions. We also held a 50/50 raffle which was a big success.

Kelsey Ransick, our curator has finished writing a Finding Aid for the Arden Archives collection. This document creates an organization for the Archives and will be a significant help to researchers and the Committee. We will also be able to file donations more quickly. The finding aid will be placed on our web site. There will be an informational meeting about the finding aid in the spring, so please watch for an announcement.

A bronze casting of a sculpture by Bonnie Hurlong will be on display in February and March. The piece is called *Flower Girl*.

Finally, please look for the flyers announcing the Roaring 20s Party to be held on February 7<sup>th</sup>. This event is a fund raiser being held in partnership with the Museum and ACRA. It promises to be a fun evening with live music, lots of good food and a few drinks as well. Tickets may be purchased at the Museum, through our pay pal account on the web site or at the door.

Our regular hours are Sundays from 1 – 3 and Wednesday evenings from 7:30 – 9 and we look forward to your visit.

Respectfully written and submitted by  
Sadie Somerville and Barbara Macklem for the Archives Committee  
Archives Committee Report Accepted

## **12.0 Old Business** None

**13.0 New Business** Sally and Aaron Hamburger donated \$12,000 for lectures series and since it was not used they are now offering the donation for public art. Sadie Somerville, representing the Archives, Ron Meick, representing the Arden Club, and Danny Schweers were asked to organize a competition. Six professional proposals were submitted that were passed on to the Hamburgers and they selected a work by Rick Rothrock. The details are still to be worked out as to who will own sculpture, where will it be located, insurance etc. Right now it is a tentative agreement.

**14.0 Good & Welfare** : Mike thanked the younger people who participated in the town meeting tonight. Thanks to Barbara Threefoot and Lily Ozer.

**Meeting Adjourned** 10:30 P.M

Respectfully submitted-  
Elizabeth Resko  
Secretary  
Town of Arden

# **NOTES**



## **ATTACHMENTS**

<b>Trustees of Arden</b>		
<b>Financial Report</b>		
<b>September 22, 2014</b>		
<b>Assets</b>		
Arden B&L	\$130,302.65	
M & T Checking Account*	564,162.21	
Vanguard Bequest Funds	233,851.23	
Vanguard Reserve	<u>427.95</u>	
<b>Total Current Cash &amp; Equiv</b>	<b>\$928,744.04</b>	
<b>Income</b>		
Land Rent & Related Income	\$621,220.48	
Investment Income All Sources	<u>4,115.94</u>	
<b>Total Income</b>	<b>\$625,336.42</b>	
<b>Expenses</b>		
New Castle County	402,273.84	
Rebates	35,866.12	
Village of Arden	94,262.50	
Insurance	10,847.00	
Third Party Audit	4,400.00	
Third Party Bookkeeping	1,375.00	
Third Party Legal	250.00	
Third Party Engineering/Other	0.00	
General Administration	<u>3,977.08</u>	
<b>Total Expenses</b>	<b>\$553,251.54</b>	
*County taxes and rebate checks not yet cashed		

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Activity  
March 25, 2014 - January 26, 2015

	<u>3/25/14-1/26/15</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
4000 - General Funds - Village	189,283	175,425	107.89%	
* 4100 - Donations, grants, rentals	3,313	-		
* 4510 - Franchise Fee Receipts	13,915	15,100		
4001 - Buckingham Green Settlement Proceeds	62,795	-		
4900 - Interest Income	418	-		
<b>Total Revenue</b>	<u>269,713</u>	<u>190,525</u>	<u>141.58%</u>	
<b>Expenses</b>				balance left in budget
6000 - Payroll & Payroll Taxes	9,813	12,184	80.54%	2,371
6300 - Administrative Expenses	3,211	9,300	34.52%	6,089
6900 - Audit, Bkping, PR Expenses	306	6,900	4.71%	6,194
8000 - Committee Expenses	35,273	75,465	46.74%	40,192
801C - Contributions & Donations	5,900	5,900	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
** 8030 - Trash Service	46,941	55,200	85.05%	8,059
9000 - Debt Service	13,483	15,176	88.85%	2,693
<b>Total Expense</b>	<u>114,927</u>	<u>190,525</u>	<u>60.32%</u>	<u>75,598</u>
<b>Surplus (deficit)</b>	<u>154,778</u>	<u>-</u>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	200	0.00%	200
Archives	507	1,440	35.19%	933
Assessors	-	50	0.00%	50
Budget	-	75	0.00%	75
Buzz Ware Support	-	5,000	0.00%	5,000
Buzz Ware Renovation Fund	-	2,000	0.00%	2,000
Civic	28,672	54,500	62.61%	25,028
Community Planning	315	1,000	31.50%	685
Forest	3,775	6,000	62.88%	2,225
Playground	1,351	3,000	45.03%	1,649
Registration	345	200	324.50%	(449)
Safety	-	2,000	0.00%	2,000
	<u>38,273</u>	<u>78,465</u>	<u>46.74%</u>	<u>40,192</u>

\* \$2,575 Grant from the State for the Forest Committee, \$500 Field Theatre Rentals,

\$182.94 Playground equipment donations

\*\* Verizon & Comcast Franchise Fees

\*\* Trash collection will be over budget by fiscal year end by \$1,489. The monthly trash collection fee is \$4,763. The fee increased by \$139 in August 2014 as part of our contract.

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Position  
As of January 26, 2015

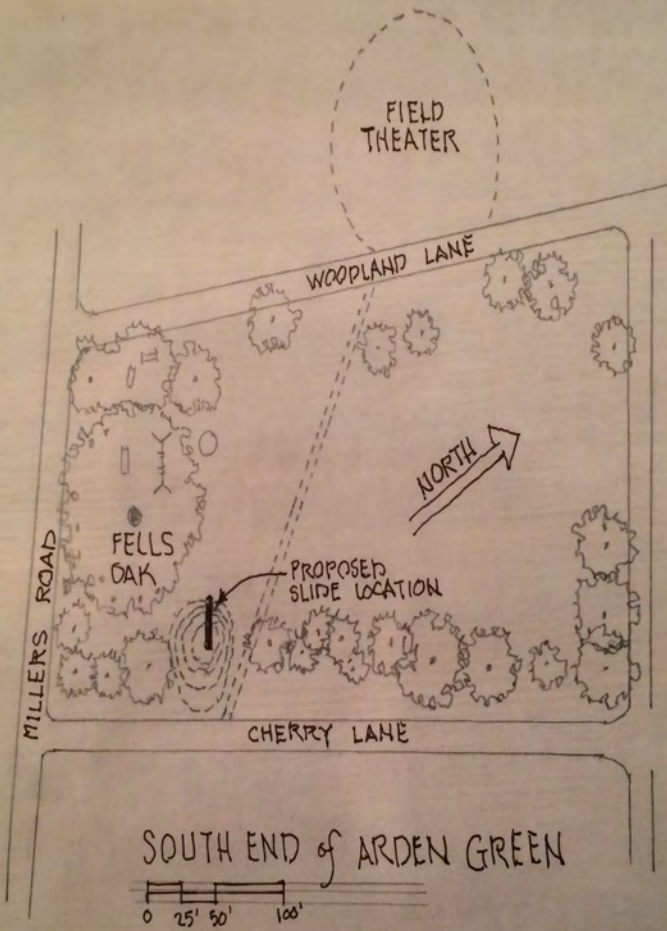
Checking/Savings		
1000 - TD Bank Operating Account	91,112	General operating
1000 - TD Bank Operating Account	62,796	Buckingham Green Settlement Funds
1005 - ING Direct	75,273	General operating
	<u>229,180</u>	Total General Operating
1005A - ING Direct	50,188	Capital Maintenance Fund
Total Checking/Savings - Village Funds	<u>259,368</u>	Total general operating and maintenance fund
1010 - TD Bank MSA Checking Account	925	Municipal Street Aid
1032 - Arden Building & Loan	25,724	Schroeder Bequest
1000 - TD Bank Operating Account	8,002	Schroeder Bequest
1005 - ING Direct	101,857	Schroeder Bequest
1033 - Vanguard Money Market	287,045	Schroeder Bequest
Total Schroeder Bequest	<u>403,507</u>	Total Schroeder Bequest
1005A - ING Direct	6,604	Lecture Series
1030 - Arden Building & Loan	6,350	Lecture Series
1031 - Arden Building & Loan	498	Buzzware Funds
1500 - Sherwood Forest	659,379	Original purchase price
<b>TOTAL ASSETS</b>	<u><u>1,536,631</u></u>	
<b>LIABILITIES</b>		
2000 - Accounts Payable	722	Delmarva Power
2010 - Payroll Taxes Liabilities	545	
2300 - Mortgage -AB&L Avery Property - Balance as of 12/1/14	51,458	7% 15 yr \$150,000 started 4/26/04
Total Liabilities	52,723	
<b>FUND BALANCES</b>		
Buzz Ware Renovation Fund	12,577	
Lecture Series	12,854	
J Schroeder Bequest	403,507	
Memorial Garden	8,838	
MSA	925	
Capital Maintenance Fund	50,188	
Village - general fund	201,796	
Vacant Dwelling Fund	5,200	
Capital Assets - Net of Debt	807,923	
Total Equity	<u><u>1,483,908</u></u>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,536,631</u></u>	

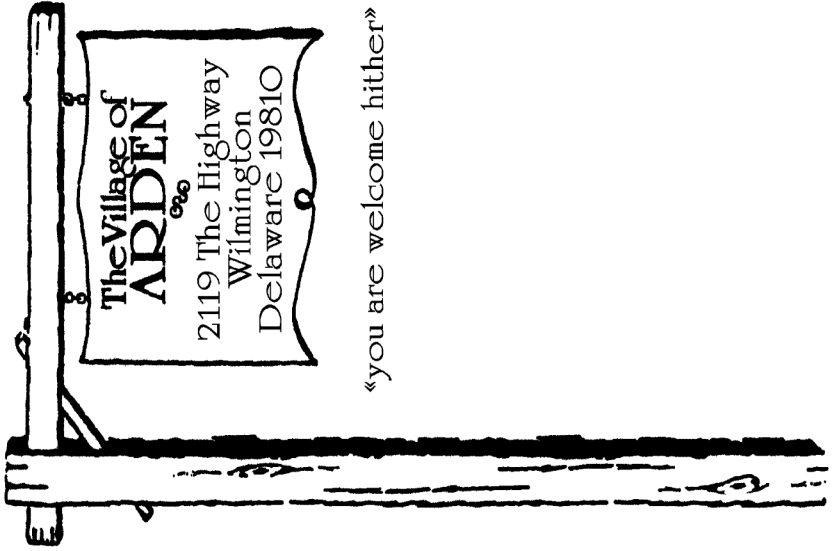
Special Village of Arden Funds

Unaudited, for distribution & discussion purposes only - for Arden Town Assembly

	BuzzWare 3/25/14-1/26/15	Duzz renovation 3/25/14-1/26/15	Hamburger Lecture Series 3/25/14-1/26/15	J. Schroeder Bequest 3/25/14-1/26/15	Memorizi Garden 3/25/14-1/26/15	MSA 3/25/14-1/26/15	Capital/Main/Re pair Fund 3/25/14-1/26/15	Vacant Dwelling Fund 3/25/14-1/26/15
<b>Revenue</b>								
4000 - General Funds - Village								
4010 - Donations	927	2,063	-	-	4,854	-	-	-
4200 - Vacant Dwelling Fees	-	-	-	-	-	-	-	2,000
4300 - MSA Grant	-	-	-	-	-	-	-	-
4400 - Rentals	20,368	4,760	-	-	-	-	-	-
4500 - Interest Income	22	-	238	1,483	-	-	-	-
<b>Total Revenue</b>	<b>21,307</b>	<b>6,823</b>	<b>238</b>	<b>1,483</b>	<b>4,854</b>	<b>-</b>	<b>-</b>	<b>2,000</b>
<b>Expenses</b>								
6000 - Payroll & PR Taxes	10,987	-	-	-	-	-	-	-
6300 - Administrative Expenses	403	-	-	-	-	-	-	-
6310 - Janitorial Supplies	851	-	-	-	-	-	-	-
6900 - Audit, Bkping, PR Expenses	303	-	-	-	-	-	-	-
6920 - Professional Fees - Building Manager	3,250	-	-	-	-	-	-	-
7020 - Utilities	3,101	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/Alarm/Monitoring	874	-	-	-	-	-	-	-
7500 - Renovations	257	851	-	-	-	-	-	-
7600 - Repair & Maintenance	311	1,203	-	-	-	25,880	-	-
8000 - Program Expenses	1,210	-	-	-	1,864	-	-	-
<b>Total Expense</b>	<b>21,346</b>	<b>2,054</b>	<b>-</b>	<b>-</b>	<b>1,864</b>	<b>26,880</b>	<b>-</b>	<b>-</b>
Surplus (Deficit)	(39)	4,769	238	1,483	2,990	(26,880)	-	2,000
Carried forward fund balance			12,715	402,024	5,844	27,815	30,188	3,200
Fund balance		12,577	12,954	403,507	8,838	925	30,188	5,200







The Village of  
**ARDEN**

2119 The Highway  
Wilmington  
Delaware 19810

«you are welcome hither»