

Advisory Meeting Minutes

June 6, 2016

Attendance: Jeff Politis, Steven Threefoot, Gary Quinton, Al Marks, Ed Rohrbach, Ray Seigfried, Brooke Bovard, Denis O'Regan, Carol Larson, Cookie Ohlson, Cecilia Vore, Mike Cutis, Jim Laurino, Lisa Mullinax, David Michelson and Elizabeth Varley and Katrina Streiff.

Steven Threefoot, Advisory Chair called meeting to order at 7:32 P.M.

Minutes:

March 2016 Advisory Minutes approved as presented.

April 2016 Advisory Retreat Minutes approved as presented except Brooke Bovard abstained due to not reading minutes.

Steven defined the meeting as being split up into two parts:

Part 1 Setting Agenda for the Town Assembly.

Part 2 is a General Discussion, interaction between committees and discussing short term/ long term things that come up.

Part 1 – Agenda Setting for Town Assembly

Motions to be presented at June's Town Assembly – NONE

New Residents Voting Legislation

Registration - Cecilia -Under the League of Local Government (state level) there is Legislation that will be presented which says there is no time limit for new residents to participate in a vote in their municipality. The legislation will be voted on prior to Arden Town Assembly – Need to take action by September. This will not be an agenda item for June. Once the legislation passes it will be presented to the Town Assembly. In the meantime, Registration will present as part of their report if needed.

House Bill No. 92

Community Planning – Ray -House Bill No.92 will not be presented as a motion nor as an ordinance. House Bill No. 92 is the restriction of non- licensed individuals carrying a gun entering a municipal building during the period of time of an official meeting. Steven - The legislation would cover the BWVC at all times. This legislation is for buildings not owned by the Municipality. BWVC is owned by the Municipality. Ray disagrees. Steven and Ray will discuss further and report back to group. Compliance - Signage at every entry point, enforcement by the municipality. By having signage posted at entry points allows the town to call for police presence at an estimated cost \$2,000. Delaware law allows you to carry guns

without a license. Does this provide any value to the town to adopt house Bill No. 92? To be discussed further.

Committees Vacant Positions

Safety: Brooke The committee was scheduled to have a run-off for the second position on Safety at the June meeting. Two of the three candidates (Charles Robinson and Warren Rosenkranz) have withdrawn. The third candidate, Stephen Harcourt, will fill the position on safety.

Registration confirmed that Stephen is elected and no further vote is necessary. However, this needs to be reflected in Safety's Report to the Town Assembly in June.

Registration: Cecilia – Mick Fitzharris may have withdrawn his resignation from the Playground Committee. Need to confirm that he is still a member of the Playground Committee.

BWVC: Steven is stepping down from BWVC and Denis O'Regan's name is being submitted. It's an approval not an election. This will be part of BWVC's report for the Town Assembly.

Motion Process Intent Discussion

Jeff was going to speak to the Town's Parliamentarian about the March Town Assembly Motion Process. Specifically, a question was already called and the motion could not be changed based on Jeff's understanding of Roberts Rules of Order. Based on conversation at the Advisory Retreat, board expressed concern if they could have found a way to bring the motion back to the floor to reflect the intent of the motion? Maybe address this in a policy. Jeff can mention this in his communications report that we are looking into it. No policy at this point.

Contract Bid Requirements

How many bids are needed for a contract over \$10,000? The Village has to abide by state rules which is \$100,000. (It might now be \$50,00). There is a Policy for amounts of \$2,000 which would require pre- approval so there is cash flow. There is no policy that says we should have three bids. In order to obtain serious, competitive bids, you have to have a set of specifications and drawings which becomes costly. Preference is to decide number of bids needed on a "case by case" bases. At the present time, there is no clear statement in town's documentation that it requires three bids.

Old Business Items

June 2016 Financial Policy will be read by Town Treasurer

New Business Items

Visitors

Buckingham Green Power Point presentation

Buckingham Green Presentation to inform residents of changes in the woods. Town Meeting to introduce it and if people have questions, maybe they can go to the Forest Committee Meeting.

Bryon Short a couple of words

Mat Meyer running for County Executive, a couple of words

Refreshments - Archives will take care refreshments.

Reports Order: Present in reverse order

Vandalism

Jeff will contact police and inform them that the newly painted directional arrows at Millers Road and Orleans were defaced and will let the police know who they believe is responsible. Jeff will address vandalism as part of his communications report informing the residents of what has happened and that this is unacceptable, irresponsible and disrespectful behavior. Also, Safety signs were removed.

Budget will not provide a three-year report.

Part 2 General Discussion

Website Posting (Arden.delaware.gov)

Each committee is responsible to update their pages. If those committees are not able to post or they need help, then Stephany Polkus, who has taken over maintaining the Town website from Danny Schweers, is available to assist at a very reasonable fee. This includes the Assessors to post their information even though they are not a committee. Jeff request that each committee take a look at their page and make sure it is up-to-date (they have correct email addresses, correct dates, etc.)

New Town Email address @arden.delaware.gov (Example Secretary@arden.delaware.gov; Planning@arden.delaware.gov; Safety@arden.delaware.gov, etc.). Steven will send out the list of all new gov Committee email addresses and the password. One of the reasons this is important is because at this point the website is using those emails. It is also important because there is a need to maintain continuity as the position is filled by a new committee member (historical documentation) and keeping records and town business off of personal computers.

Grants

Grants need to be centralized because of the obligations and the commitments that go along with the grant. Need to obtain a list of grants that have been applied for, whether we are awarded grant or not awarded. It also is a good source for future reference because many grants are annual and you will know when they are coming up. Please provide a copy of all grants that were granted and awarded in last two (2) years and make sure they are stored in one location (town office). Send an email listing grant and description and sent to Town Advisory, Steven Threefoot. Steven will send out a reminder email and also about list of gifts.

Water Management

Jeff suggests partnering with the Trustee and Community Planning to discuss how we deal with development and the impact on leaseholders in our community. He thinks that water flow is different now than five/ten years ago. The bigger picture - are the things that we are doing going to have more significant impact? It is a thought that he presents for the group to digest and figure out how we need to think about for the community. The Buckingham Green Presentation under the visitor's section of Agenda will address these changes in the woods on Buckingham Green.

Slide/Mound Completion Note

Note in Arden Page about the finished slide/mound and the many complimentary comments and thanks to the many volunteers (Mick Fitzharris in particular).

Meeting adjourned 8:56 P.M.

Respectfully Submitted,

Elizabeth Resko

Village Town Secretary