VILLAGE OF ARDEN

TOWN ASSEMBLY

JUNE 26, 2017

Town Meeting Minutes

Next Town Assembly for the Village of Arden – September 18, 201, 7:30 p.m., Gild Hall

2119 The Highway, Arden, Delaware

MOTIONS/RESOLUTIONS

13.0 New Business:

A. MOTION TO REINSTATE LEGISLATIVE COMMITTEE

Reinstate the Legislation Reference Committee with the following membership and duties.

A - The Legislative Reference Committee shall consist of three residents of Arden, elected by a majority of those voting at the regular March meeting. The term shall be two years, two members elected on the odd numbers years and one on even numbered years.

B - Duties of the committee are:

1. Insure that there is an identified collection of documents, kept all in one place and available at each Town Assembly Meeting, that contain all the legislated actions by which The Village of Arden is governed. The collection will include: The Town Charter (An Act to Reincorporation the Village of Arden: Delaware State Law, Chapter 125, Volume 56, Approved October 13,1967, amended May 27, 1971 (voting age), June 21,1982 (legality of secret ballots), June 1, 1993 (Increase membership of Registration Committee to 5); The Deed of Trust; Town Ordinances; Bylaws that describe all committees, date of institution, terms of office and their duties, date of duty additions/changes and other policies passed by vote of Town Assembly; and the

general contents of the fall referendum. This set of documents should be available both on line on the Village Government website and in hard copy available to all residents of the Village.

2. Bring to the attention of Assembly any instances of conflict within or among the documents.

3. Update the web version of modified documents immediately after change/addition is enacted by Town Assembly and denote the status of the enactment according to the meeting minutes as 'approved' or 'unapproved' by the following town assembly meeting. Include updated pages with fall referendum mailing.

4. Make a collection of policies found in minutes that have NOT been enacted into law by vote of the Town Assembly for the information of the Assembly.

5. At least one member should attend each Town Assembly Meeting, both regularly scheduled and special meetings with copy of document collection in hand.

6. Prepare a description of the differences between a direct democracy and both a representative democracy and a bureaucratic structure. Include the who, what, where, how, and why of residents' actions in the Village and at Town Assembly Meetings.

Motion to table Legislative Reference Committee Motion

Hand Vote

Yes 36

No 8

13.0 New Business

B. MOTION TO ESTABLISH AD HOC COMMITTEE TO STUDY ISSUE OF TOWN ASSEMBLY FORUM WEBSITE

Form an Ad Hoc committee to investigate possible platforms for a Town Assembly (TA) Forum website with access limited to restricted to the residents of the Village of Arden (the TA) that will allow a conversation about Town issues among residents.

Motion Defeated in Voice Vote

POLICIES

6.0 Town Chair - Jeffrey Politis

1. In September, 2016, we presented and approved a **non-discrimination policy**. At that time, a request was made to include "sex" in that policy. The officers agree with that addition and the updated policy now reads:

   The Village of Arden does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sex, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and

welcoming environment for all members of our staff, volunteers, subcontractors, vendors, residents, and visitors. The Village of Arden is an equal opportunity employer.

If there are no objections, then this will be the adopted Village non-discrimination policy.
(No objections)

8.0 Treasurer Report - David Michelson

Policy – Official address for contracts and receipts (June 2017)
The official address for receipt of all contracts, cash and checks will be the Village's office located in the Buzzware Village Center, 2119 The Highway, Arden DE 19810.
(No objections)

ATTENDANCE Sign In – 56 (plus 2 known not sign in L. Resko, J. Politis) = 58

Print your name clearly, otherwise it will be listed as an unidentifiable signature. Line 15 and line 19 signature Illegible (copy of sign in sheet Attachment section)

Last Name	**First Name**	**Line #**		**Last Name**	**First Name**	**Line #**
Larry	Walker	1		Sadie	Somerville	29
Elizabeth	Varley	2		Warren	Rosenkranz	30
Gary E	Quinton	3		Deborah	Ricard	31
David	Michelson	4		Ruth	Panella	32
Julia	McNeil	5		Jill	Althouse-Wood	33
Ed	Rohrbach	6		Mark	Wood	34
Joe & Lee	Painter	7		Jim	Laurino	35
Hugh	Roberts	8		Elaine	Hickey	36
Steve	Tanzer	9		Walter	Borders	37
Denis	O'Regan	10		Mary	Vernon	38
Carol	DiGiovanni	11		Roger	Garrison	39
Sam	Panella	12		Grace E	Ressler	40
Lisa	Mullinax	13		Cecilia	Vore	41
Ray	Seigfried	14		Dorinda	Dove	42
	illegible	15		Barbara	Macklem	43
Danny	Schweers	16		Ron	Meick	44
Mike	Curtis	17		Harold	kalmus	45
	illegible	19		David	Jones	46
Brooke	Bovard	18		Marianne	Cinaglia	47
Stephen	Harcourt	20		David D	Claney	48
Albert	Marks	21		Mary	Young	49
Bob	Wilson	22		Tom	Wheeler	50
Joe	del Tufo	23		Jan	Westerhouse	51
Pam	Politis	24		Sue	Rothrock	52
Cookie	Ohlson	25		Josiane	Rey	53
Carl	Falco	26		Carol	Larson	54
Marcia	Scheflen	27		Denise	Nordheimer	55
John	Scheflen	28		Barbara	Henry	56

1.0 Call to Order - Chair Jeffrey Politis, called meeting to order at 7:37 P.M.

2.0 Approval of Minutes – March 2017.

Change "in" to "within" in the following sentence on bottom of page 12 - 'Ray -The will "preservation and care of the natural space within the Village of Arden". Carol believes "within the Village" does not mean the…'

March Town Assembly minutes approved as Amended.

3.0 New Residents - None

4.0 Recognition of Departed - Nick Vincent, Arden artist like his father. Pat Thaddaeus went to the Arden school and became a nuclear physicist & is Mike Curtis's cousin, and Nick Vinson.

A moment of silence.

5.0 Visitors – Lee & Joe Painter from West Chester wanted to sit in on our Town Meeting to experience the idea of community. Jim Laurino brought his young grandchildren and Bob Wilson, a libertarian candidate for the 7th district, who ran for election this past year. He wanted to stop in and thank those who voted for him.

Questions/Comments

6.0 Town Chair - Jeffrey Politis

Communications from the Chair.
Since the last town meeting….

1 The municipal street aid (MSA) affidavit was completed and returned to the state regarding the miles of roads and number of people in town. This information is used to calculate the about of MSA the Village receives, assuming it is approved at the state level.

2. In September, 2016, we presented and approved a non-discrimination policy. At that time, a request was made to include "sex" in that policy. The officers agree with that addition and the updated policy now reads:

The Village of Arden does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sex, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, volunteers, subcontractors, vendors, residents, and visitors. The Village of Arden is an equal opportunity employer.

If there are no objections, then this will be the adopted Village non-discrimination policy. (No objections)

Thank you to Brooke Bovard for reminding me of the follow up action.

3. I continue to notice a lot of communication on social media wondering about Village information. I wanted to remind people that although some may respond, Facebook and Nextdoor are not government sites and that if you have specific questions, please contact the appropriate committee, officer, etc. directly. Please do not expect an official answer on those sites.

4. At the January 2017 town assembly meeting, I informed the assembly that a FOIA complaint was filed against the Buzz Ware Village Center Committee. The complaint, filed by Ms. Brooke Bovard, claimed that the BWVC committee held an illegal meeting via email. With the help of our attorney we addressed this complaint, ultimately claiming that this

exchange of emails did not warrant a meeting, as the decision posed to the Buzz was not a committee decision, but rather an administrative one.

We heard back from the DOJ at the end of April, who ruled in Ms. Bovards favor. The DOJ agreed that the email exchange, as it included a "quorum" of committee members, did constitute a meeting and thus violated FOIA. The DOJ concluded "that no specific remediation is warranted. Although, I disagree with the DOJ ruling, we have decided not to appeal the decision. The documentation for the DOJ ruling can be found online.

More info on FOIA will be given by the Advisory Chair during the Advisory Committee Report.

5. We have received the opinion letter from the Parliamentarian, Jonathon Jacobs, in response to our request that he review our town meeting procedures and our minutes. Mr. Jacobs was going to attend this meeting tonight to review for the Village his findings, but fell ill and will not make it. We are planning to have him come to the September meeting. In general, Mr. Jacobs felt that the Village meetings were well conducted. There were a total of 6 recommendations that were made. A copy of the letter can be made available to those who want it.

6. We have set the closing date for the property at 5 Mill Race Road for June 28. The county has agreed to contribute $10,000 towards the purchase. Thank you to Matt Meyer, the county executive, and to John Cartier, our county representative, for supporting the Village. CE Meyer will likely attend our Sept meeting. Unfortunately, the grant request through DNREC was denied.

7. A. On Friday June 23, 2017, the Village was served with a lawsuit filed by Carol DiGiovanni contesting the validity of the land purchase.

   B. The suit sought to temporarily enjoin/stop the purchase of the property while the lawsuit proceeds.

   C. This afternoon the Court ruled against stopping the purchase.

   D. This does not mean the suit is over, it will continue at a later date. However, the Court did suggest that the parties should

   1. Work to resolve the dispute quickly – no more than 4-6 months and preferably 4 months if litigation is required.
   2. Work efficiently.
   3. See if a we can find a mediator that both parties can agree to in order to resolve the dispute without litigation.

8. Thank you to the Playground committee for supplying refreshments.

9. Lastly, a reminder that this meeting is being recorded and we ask that all comments be made at the microphone.

Let's have a respectful and deliberative meeting. Thanks

So submitted

Jeffrey Politis

Town Chair, Village of Arden.

Questions/Comments

Why the town retained an outside parliamentarian when the Advisory Chair is authorized to act as a parliamentarian at Town Assembly Meetings? Originally the town was looking for a full time

professional parliamentarian who could provide a certain level of opinion that was believed was needed. More recently why an outside parliamentarian was retained is because no one was aware that the Advisory Chair position had the authority to act as parliamentarian at town meetings.

Parliamentarian six-point opinion letter will be posted to website. In the meantime, contact Town Chair for a copy.

7.0 Trustee Report - Mike Curtis

Finances:

We have copies of the quarterly financial report available tonight and are working with the auditor at Barbacane & Thornton to finalize the audit. When the audit is finalized, copies will be given to the Auditing and Budget Committees, Town Treasurer, Town Assembly Chair and Board of Assessors.

There was one transfer since the March meeting: 2035 Marsh Road to Simon Hamermesh (Kenney).

Respectfully submitted,

Mike Curtis

Mike Curtis, Arden Trustee

(Trustees Financial Report following minutes in Attachment section).

Questions/Comments - None

8.0 Treasurer Report - David Michelson

David reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of June 24, 2017. (copy of Statements following minutes in Attachment section)

The Policies are available on Town website. Note new policy dated June 2017 was read into minutes.

June 2017

Fiscal Policies – Village of Arden

Policy - Use of Contingency Funds Policy (May 2010)

Contingency funds are specified as part of a budget referendum. The purpose of the contingency funds is to cover unplanned village or committee expenses. Expenditure of contingency funds requires the pre-approval of three officers and should only be utilized when other mechanisms to cover the costs has been unsuccessful.

Policy - Expenditures of Greater than two-thousand dollars (April 2010)

All committee expenditures of $2,000 or more require preauthorization of two officers of the Village prior to the commitment of Village funds. In case of an emergency – significant threat to persons or property – appropriate action should be taken as soon as possible with the committee informing at least one officer of the Village within 24 hours.

Policy - Transferring of Funds between Budget Line-items (October 2009)

Funds may be shifted between budget items on the budget referendum by approval of the committee if all budget items are within the committee's responsibility or with the approval of the representative of all committees involved and a least one village officer. Transfer of funds is only allowed if the source account has sufficient funds available and that no standing vouchers are in place covering the funds.

Policy – Authorizing Payment of Funds (March 2009)

The authorization of payment of funds by check requires the signature of two Village Officers. Officers are not allowed to authorize payments to themself.

Policy – Obligations over $10,000 (March 2007)

Obligations of Village funds of $10,000 or greater, requires the signature of the Village Chair, or in the case the Chair is not available, the Secretary.

Policy – Contracts or Agreements with Commitments of One Year or Longer (September 2004)

All contracts and all agreements with duration of one year or longer require the signature of the Chair and the Secretary. (Note – the Charter of the Village of Arden specifies the signature requirements for executing contracts).

Policy – Procurement Goods and Services by the Village of Arden (June 2016)
The Village of Arden follows the State of Delaware procurement policies as set forth in 29 Del. C. Chapter 69. The Chair of the Village may require more restrictive (lower dollar values) requirements for the need of bids to procure of goods and services, but may not use a less restrictive requirements. All acquisitions of goods and services from a single supplier which is expected to exceed $10,000 in a given fiscal year, requires informing the Village Chair and the Village Treasurer prior to initiation of any acquisition from the provider.

Policy – Official address for contracts and receipts (June 2017)
The official address for receipt of all contracts, cash and checks will be the Village's office located in the Buzzware Village Center 2119 The Highway, Arden DE 19810.

Questions/Comments Treasurer's Report Accepted

9.0 Advisory Committee Report – Danny Schweers

The Advisory Committee met for two hours on Saturday, May 20, 2017 for its annual retreat and again for two hours on Monday, June 5, 2017 for its regularly-scheduled meeting to set the agenda for this meeting. We discussed the Freedom of Information Act (also known as FOIA), posting of minutes, updating the village website, putting the Village of Arden Handbook on-line, use of email,

conflict of interest, how to handle conflicts between committees, contracts, the founding documents for the Advisory Committee and its chair, and Marianne Cinaglia's suggestion to increase participation in town meetings with a mailed flyer. Minutes of those meetings can be found on the Village website, www.arden.delaware.gov.

I am the newly-elected chair of the Advisory Committee, a new role for me. As you know, the Advisory Committee is made up of the chairs of all the committees as well as the assessors chair, the other town officers, and the senior trustee. Although the rest of my committee did not ask for it, one of my goals for this year is to get better Village government compliance with FOIA. I hope to do this by making it clear what that piece of state legislation requires and helping committees to comply.

In some ways, complying with FOIA is easy. Notice of every upcoming meeting should be posted at least seven days in advance on the bulletin board in front of the Buzz Ware Village Center. The notice should include the date, time, and place of the meeting plus an agenda of the topics to be discussed. Because that bulletin board is so crowded, it is my opinion that town meeting notices should take priority over all other notices posted there, so I am encouraging committees posting meeting notices to take down other notices if they need the space. At the moment, the posting of meeting notices is not something all committees have been doing, but my hope is that all committees will soon.

Soon after Barbara Henry and I moved to Arden in 2000, Larry Strange and I created an unofficial website for The Ardens. Later, when I served as Town Secretary, 2003 thru 2007, Larry and I created an official website for the Village of Arden. I maintained that website until a couple years ago when we turned over webmaster duties to a private contractor, Stephanie Polkus, who now serves as a paid webmaster.

The site is now hosted on the Wordpress platform. That allows any volunteer with a user account

and password to easily make changes rather than asking a paid webmaster to make those changes. It allows me to retire and let others do the updating of the website. For example, FOIA also requires that minutes be taken at every meeting and given to the Town Secretary. Committees are not required to elect secretaries to do this but many do. Liz Resko has requested that committees deliver minutes to her by posting them on the Village website. That way, everyone can see them.

Most recently, Liz Resko compiled a list of all the motions made at Town Assembly meetings going back to 2005. Reading back over those motions is instructive. For example, I see that on January 23, 2006, the Town Assembly dissolved the Legislative Reference Committee and, in the process, made the Chair of the Advisory Committee the Parliamentarian of the Town Meeting. I had no idea!

Under Liz's supervision, Cecilia Vore -- a writer and graphic designer -- has been volunteering to update other aspects of the website. The site is far from perfect, but it is now more complete and informative than ever before. If I may, let me ask Cecilia to give a short review of her recent improvements and additions.

~ Pause Report ~

Advisory Report paused in order for Cecilia's PowerPoint presentation of Village of Arden Website detailing updates of Village of Arden Handbook that is now with Interactive Index (better known as "The Red Book").

~ Continue Report ~

All committees and officers now have official email addresses. In general, the address is the name of the committee or the title of the officer followed by @arden.delaware.gov. For example, my email address for town business is advisory@arden.delaware.gov. Please do not use my personal

email for town business. I may want to run for President of the United States!

Finally, there was a question as to whether or not I am an officer of the Village of Arden. The Village of Arden Handbook, published in July, 1996 by the Legislative Reference Committee, does not list the Chair of the Advisory Committee as an officer. I am convinced my role is clearly that of an officer since that is how the position was listed on the ballot in the most recent election, and as it has been in previous elections. I will also mention the motion of January 28, 2008, in which the Treasurer's position was re-established. That motion said, in part, that "The Treasurer ... shall serve as an officer of the Town Assembly, along with the Town Chairperson, the Advisory Chairperson, and the Town Secretary." So, until the Town Assembly decides otherwise, I will continue to serve as an officer of the Village of Arden as long as I am Chair of the Advisory Committee. I will continue to sign checks. I will continue to go to office hours, first and third Wednesdays of every month at The Buzz. I will continue to sigh deeply.
Sincerely submitted,
Danny Schweers, Chair of the Advisory Committee

Questions/Comments

Marianne presented a **Motion** to suspend rules and allow the motion around the Legislative Reference Committee (originally listed 13.0 New Business) to be heard now. The motion has been second, no discussion. No's have it and **Motion Denied.**

The bulletin board located in front of the BWVC is the "official" place for all committees to post their meetings times and agenda rather than Village web page or Arden Page. Archives meet at the museum but Danny would like them to post not only outside of museum but also at the BWVC post. That would also apply to Town Assembly Meetings which are held at Gild Hall to post at GH and also to post at BWVC bulletin board. FOIA does not say the postings of meetings need to be posted anywhere else other than outside of place of meetings.

Sub committees are required to keep minutes under FOIA. Sub-committees report to full Committee. The report would be part of full committee's minutes.

Making changes to government documents (e.g., Red Book) can be done by volunteers and you do not have to be elected to help with documents. It was assigned by Legislative Reference Committee. When posting the Red Book to the Village website there was no duplicating 1996. It followed the format of the table of contents. No documents were created; just providing links.

Advisory Report Approved

10.0 Board of Assessors –Denis O'Regan

2017 Board of Assessors Report

This year's Board of Assessors adopted the principle of the Community Standard of Living Method of Arden Assessment in use since 1980 as the basis for determining total land rent.

The "Community Standard of Living Method of Arden Assessment" defines total "Full Rental Value" of the leaseholds as the sum of town expenses (both "non-budget" in the form of county and school taxes, and "budget" as embodied in the town's budget), and the cost of administering the trust, while maintaining a "prudent reserve". This method divides full rental value by acreage of land held privately in leaseholds, such divisions determined by assessors' formulas. The formulas, which are intended to reflect the relative value of leaseholds, are based on lot size, zoning privileges and location factors (see rates and factors below).

A majority of the Board of Assessors continues to endorse the principles of real estate practice in the wider community, which we embody as a multi-tier evaluation of leasehold area. The "A rate" is the base rate, common to all leaseholds - the first 7,116 square feet, using as our unit the area of the smallest leasehold in Arden.

The "B Rate" (multiple domicile rate) is set this year at a flat rate of $750 per additional domicile unit (ADU), and the leasehold is charged that has the privilege under zoning regulations and allowance by the Trustees of establishing and maintaining more than one dwelling unit on the leasehold. In any case in which the leasehold has an additional domicile unit, without obtaining zoning from New Castle County, that leasehold shall be assessed at the "B Rate" for each additional domicile unit. The "C Rate" is applied to the amount of land on the leasehold not covered by the "A Rate." The "C Rate" is assessed at 40% of the "A rate." The 'D rate," the commercial rate, is for one leasehold. The "D Rate" continues at a surcharge of 75% of the "A Rate" with no deduction for frontage on Marsh Road. The change to the "B rate" adjusts the rents for leaseholds with ADUs to put them more in line with the "full rental value."

The specific location factors are as follows.

1. Leaseholds adjacent to Arden Forest, Ardencroft Forest, or Sherwood Forests +10%

2. Leaseholds fronting on Arden Forest, Sherwood Forest, or Ardencroft Forest by being across the street +5%

3. Leaseholds adjacent to or fronting on a communal green +5%

4. Leaseholds adjacent to Harvey Road and/or Marsh Road -5%

5. Leaseholds having driveway access only to Harvey Road and/or Marsh Road -5%

Notes

1. The specific location factor charges (in dollars) to be added to or subtracted from the sum of the Base Land Rent are obtained by multiplying the Base Land Rent for the leasehold by the appropriate specific location factors as given above.

2. Location factors are additive, if both are applicable.

3. If multiple forest factors apply, the higher of the two factors shall be applied.

4. No fractional or partial factors apply for leaseholds fronting or adjacent to forests or communal greens.

Based on information obtained from the Budget Committee, the Village Treasurer and the Trustees, the Board of Assessors presents the following report.

To meet the 2018-2019 forecast expenditures of $817,259 and to produce a prudent reserve of $195,556, the Board of Assessors has set the "A rate" for March 2018 at $255 per one thousand square feet.

1) Forecast Expenditures

School &County Taxes	$498,030
Trust Administration	$26,786
Sherwood Forest Loan	$16,176

Arden Town Budget	$110,240
Other non-budget items	$182,203
Total forecast expenditures	**$817,259**

2) Forecast Revenue

Forecast Revenue from sources other than land rent* $ 73,281

Total Revenue from land rent $648,684

Total expected revenue $721,965

* (United Water tower, Comcast/Verizon BWVC Rentals, interest, Municipal street aid, 0ther)

3) Prudent Reserve

Expected difference between expenditures and revenue	$ (95,294)
Prudent Reserve as of March 30, 2017*	$ 217,697
Forecast Prudent Reserve for March 30, 2018**	**$182,448**
Forecast Prudent Reserve projected for March 30th, 2019	**$195,556**

*(2015 Assessor's Report Forecast $170,426; Difference +$47,271

The 2016-2017 year experienced a $41,000 tax increase)

**(2016 Assessor's Report Forecast was $ 150,663; Difference -$31,785)

This trend is consistent with previous years. The Village typically underspends its budget.

Examples using 2017 Rates

Examples of base rentals:

Lot Size (sq. ft.) Base Land Rent

10,000 $1815 A + $294 C = $2,109

20,000 $1815 A + $1,314 C = $3,129

30,000 $1815 A + $2,334 C = $4,149

40,000 $1815 A + $3,354 C = $5,169

50,000 $1815 A + $4,374 C = $6,189

Examples of rate calculations:

1. A 20,000 sq. ft. lot containing one dwelling unit, on a village green and adjacent to a forest:

7,116 sq. ft. * $255 / M sq. ft. (A Rate) $1,815

12,884 sq. ft.* $255 / M sq. ft. * 40% (C Rate) $1,314

Base Land Rent $3,129

Forest Factor $3,129 / * 10% $313

Greens Factor $3,129 / * 5% $156

Total Land Rent $3,598

2. A 30,000 sq. ft. lot containing three dwelling units and adjacent to Arden Forest:

7,116 sq. ft. * $255 / M sq. ft. (A Rate) $1815

Two ADU charges (2*$750) (B Rate) $1,500

22,884 sq. ft.* $255 / M sq. ft. * 40% (C Rate) $2,334

Base Land Rent $5,649

Forest Factor $5,490 / * 10% $565

Total Land Rent $6,214

3. A 10,000 sq. ft. lot containing two dwelling units:

7,116 sq. ft. * $255 / M sq. ft. (A Rate) $1815

One ADU charge (B Rate) $750

2,884 sq. ft.* $255 / M sq. ft. * 40% (C Rate) $294

Total Land Rent $2,859

THE 2017 BOARD OF ASSESSORS
Vote on Final Report (June 2017)

2017 Assessor	Assessor Signature	Assessor Vote
Sue Rothrock		Yes
Mike Curtis		NO
Warren Rosenkranz		YES.
Pam Politis		Yes
Denis O'Regan		YES
Joe del Tufo		YES
Kate Threefoot		yes

Questions/Comments

Mike Curtis – Voted 'No' on accepting Assessors Report because he believe the report does not match the community standards of living.

Minority Report - Arden Board of Assessors Mike Curtis

I support the policy of collecting only that portion of the rental value of Arden's lots (land only) sufficient to pay real-estate taxes levied by the county and the school district,

administration of the Trust, the expenditures of the Village, and enough to maintain prudent reserves.

However, the Deed of Trust, the leases, and the Oath of Office which I signed as required by the Charter (Act to Reincorporate the Village of Arden), require "assessing the full rental value of the leased lands in the Village".

Therefore, I believe that the full rental value must be assessed, and if any smaller amount is to be collected it must be approved by two thirds of those present at The September Town Assembly and a majority of residents in a referendum, as required by the governing documents.

It is recommended that the Minority Assessment be reduced until it yields the desired revenue. After that, the biggest differences between it and the Majority report are: 1. the value of the largest lots. 2. The value of the privilege given to lots with a second detached house on a lot because the second detached house may not be increased in size. 3. The inclusion of one entire lot as commercial when only a small portion of it may be used commercially. And 4. Accounting for the policy that all Arden leaseholders may at this time establish a second domicile within an owner-occupied house — eliminating the charge for the privilege to those already having a 2nd domicile. This may change again and the Minority report calculates it both ways.

In spite of the differences, this year's Assessors have adjusted the charge for multiple domicile lots to more realistically collect more of the additional value granted with the privilege of having non-conforming extra domiciles on small leaseholds, and I commend my colleagues for addressing it.

Respectfully submitted,

Mike Curtis, member 2017 Board of Assessors

The full Minority Report is on the website in the Assessors section.

11.0 Committee Report. (Descending Order)

11.1 Safety - Brooke Bovard

Safety committee report June 26 2017
Hello from the safety committee. Congratulations, you have achieved summer.

The Safety Committee meeting in June was cancelled for lack of a quorum. Many apologies to the crowds that look forward to it.

However, we have otherwise been busy. The Safety Committee met for a work party to more firmly set the poles of the no parking signs installed on Orleans near Harvey and to install the new pedestrian warning approaching the Gild Hall - Buzz Ware area, in time for all the summer activities. We will continue to upgrade the signage so that it conforms to legal standards, as the county government and police have requested. If you have any questions about this process, feel free to attend our meeting...the map is generally present. Many thanks to the committee members who could attend the work party - John DiGiacoma, Chris Junk, Brooke Bovard, and Rowan, Tiernan, and Leannan Harcourt-Brooke.

Our other work party was a trim of the right of way on St Martin's Lane and Millers, in response to a citizen's request. Please, as the foliage ramps up, keep an eye on the areas around your leaseholds, and trim them if you can, but if you have a need please just call and we will try to help. It is important to have clear sight lines and a space for pedestrians to step off the roads if necessary. Thanks to the Harcourt-Brooke clan for the work.

Pedestrians. And bicyclists. We have many, and we value them. In Summer, we particularly see many more kids on the roads, including many who belong to the pool or are coming to activities in town and may not be familiar with the area. Please be both careful and careful to remind your guests and contractors, including lawn care people, to abide by the speed limits and drive carefully

through our town.

The Safety Committee is awaiting the close of the legislative session in Dover to produce a FAQ on the subject of rules applying to companion animals. The state is in the process of consolidating animal services, and we will keep you up to date. In the meantime, please take care of your animals, and the safety of all of them. Don't forget to bring a way to water them, on hot walks. The committee is indebted to Steve Tanzer, for his skilled work in keeping an eye on the legislators.

Look out for your neighbors. Be cautious about opening your doors to door to door sales people, who must display a Delaware license. And please lock your car doors and check your sheds and outbuildings occasionally. There are regularly reported break-ins in the area. Let's be the good neighbors we would all like to have.

Finally, I, as chair of the Safety Committee, apologize for our tardiness in posting our minutes to the website. It has been a technical problem, which we intend to remedy this week. Anyone who wants copies can request them and they will be emailed right out, on a weekday. On weekends, you can only get draft minutes, which are pretty good. Thanks to our dedicated Secretary, Steve Harcourt.

On behalf of the Safety Committee,
Brooke Bovard, chair

Questions/Comments

Sherwood Road - The one-way signs are being ignored from Marsh Rd & Sherwood to Sherwood & Hillside. More visible signage is needed (e.g. painted road arrows).

Approved Safety Report

11.2. Registration- Cecilia Vore

The committee conducted the Election of Officers and Standing Committees on Monday, March 27, 2017. Votes were counted on Tuesday, March 28, and results were posted the next day on the Village website, on bulletin boards, and in the records of the Registration Committee stored in the Town Office. There were 91 ballots cast; 6 of these were absentee ballots. The committee thanks all the volunteers who helped conduct the election. Election results are listed at the end of this report, but will not be read.

The Registration Committee convened on April 8 and elected Cecilia Vore chair. Annual responsibilities were distributed among the committee members: Jan Westerhouse will head-up the Welcome Hither packet distribution; Barbara Henry will be chief elector for the Fall referendum; Barbara Macklem will be chief elector for the March election of Committees and Officers; Elaine Hickey shall serve as secretary; Cecilia Vore shall maintain the database record of residents.
The committee wishes to thank Mary Murphy for her service on the Committee from to 2015 to 2017. Mary was the speediest, most diligent "Welcome Hither" captain we've ever had. She is the gold standard.

New residents are added to list of eligible voters as soon as we learn of their arrival. If you have noticed new people moving in, or a For Rent or For Sale sign in the village, please share that information with the Registration Committee so we can keep records current and extend a welcome to newcomers. If you are new to the Village, please see a member of the Registration Committee tonight to make sure you are on the resident list.

March 2017 Election results

Elected to Committees for 2-year terms:

ARCHIVES – Maria Burslem, Barbara Macklem, Lisa Mullinax;

AUDIT - Jacqi Tanzer, Roger Garrison;

BUDGET –Denise Nordheimer, Warren Rosenkranz, Bill Theis; BWVC – Maria Burslem, Denis O'Regan, Toby Ridings; CIVIC – Mick Fitzharris, Harold Kalmus, Carol Larson;

COMMUNITY PLANNING – Ron Meick, Denise Nordheimer, Ray Seigfried;

FOREST – Jill Althouse-Wood, Jennifer Borders, Carol Larson;

PLAYGROUND –Eric Braunstein, Daryl Holcomb, Ruth Panella;

REGISTRATION – Barbara Henry,Jan Westerhouse; SAFETY Brooke Bovard, Steve Tanzer

Elected to town office for 1-year terms:

ADVISORY CHAIR – Danny Schweers;

TOWN ASSEMBLY CHAIR – Jeffrey Politis;

TOWN SECRETARY – Liz Resko

Respectfully submitted,

Barbara Macklem,

Registration Committee member & chief elector for March 2017 Election of Committees & Officers

Comments/Questions – None

Registration Report Accepted

11.3 Playground – Ruth Panella

Playground Committee Report, June 26, 2017

Our committee has met three times since April. All required monthly inspections have indicated all safe equipment when used in a reasonable manner.

Carryover matters now completed include the addition of a second swing to the single-bay set at the lower end of the Arden Green and the purchase and placement of a sign acknowledging DNREC's contribution to the mound-slide's cost. The small sign is now posted on the reverse side of the bulletin board at the top of the Green.

Ongoing maintenance matters that have been completed are the adding of necessary mulch to equipment bases on both the Arden and Sherwood Greens, topsoil and grass seed as needed for bare spots on the path up to the terrain-slide, the filling-in of several small sink holes at the periphery of the slide's base, the first of two cleanings of three mildewed benches at the top of the Arden Green, and the exterior painting of the three concrete tunnels on the Sherwood Green.

Since our most recent committee meeting, two residents have contacted me with regard to two matters: the first mentioned an observation of an overabundance of mushrooms growing in the mulch at one of the swing sets and the second presented a concern about the possibility of unsafe levels of lead in the soil of playground areas. The mushrooms have been twice removed and will be again if need be. The lead issue is to be discussed at our upcoming July 5th meeting, with research so far acquired to be shared with the entire committee.

Respectfully submitted, Ruth Panella

Questions/Comments

Playground Report Accepted

11.4 Forest - Carol Larson

Regarding the Sherwood Forest Restoration: In partnership with the New Castle Conservation District, Arden was awarded a Community Water Quality Improvement grant from DNREC. With the funds from the Buckingham Greene settlement and this grant for $75,000, we will implement the plan designed by ForeSite Associates to repair the eroded area in the Sherwood

Forest. The grant is approved, we are waiting for DNREC to sign off and have funds in place. Plans are posted on the website.

In advance of the project start we have been removing invasive plants from the area and are preparing to establish the baseline water quality for the research aspect of the grant. Dave Jones will be working with ACRA campers to educate them about the water quality tests. Monitoring will be a part of the grant.

This will be the second year for a Legacy project for the graduating (those rising to 8th grade) campers at ACRA. This year we will build a bridge over a gully in the Arden Woods to improve the path and protect the banks from erosion.

Arden received a Tree Management grant from the Urban and Community Forestry Program, a joint effort or the Civic and Forest Committees. A certified arborist evaluated trees along Millers Road and in the Forest. We removed those that were hazardous and will receive partial funding for this work.

We are gearing up for our Forest Committee Booth at the Arden Fair. We will be extolling the benefits of native plants as usual, and the benefits of a healthy tree canopy.

Questions/Comments - None

Forest Report Accepted

11.5 Community Planning - Ray Seigfried

- **Community Gardens**

  Currently 18 gardeners are participating in the garden. All plots are planted and flourishing. The G'Ardeners will host a happy hour Salsa contest on **Friday August 18th 5-7.** All are invited to enter the contest and enjoy a festive time in the garden. More details in the July Page.

- **Memorial Gardens**

  The committee had a successful Garden cleanup in April. A new magnolia tree has been planted to replace the Davidia.

- **Transformation ad-hoc sub-committee**

  This committee has had a difficult time getting started and will be regrouping over the summer with a new start in September. The Ad-hoc Committee will host a public meeting in September to begin their process. More details to follow in the Page.

- **Arden Stewardship of the Greens**

  The committee continues to work on this project.

Questions/Comments

Magnolia Virginiana was planted in memorial garden.

Brooke Bovard is interested in participating in the Transformational Committee.

The information for the upcoming Transformational Committee public meeting for August/September will be posted in Arden Page and will be posted on BWVC bulletin board.

Subcommittees should take minutes. (memorial garden is not a committee but is a representative. It is comprised of one person so there are no meetings) and Community Garden takes detailed minutes and they need to post to website.
Community Planning Report Accepted

11.6 Civic - Al Marks, Ed Rohrbach

The committee installed a new storm drain in the Field Theater and the service road behind it. We are planning to install stone paving in the center isle of the theater this summer.

We had the edges of the entrance walk to The Buzz Ware painted white to make it more visible at night.

We are also working on cleaning up the pathway system throughout the town.

We removed three trees on the public ways that were in decline and had become hazardous, pruned some others. Some of this was done as a joint project with the Forest Committee under a grant from the state.

We are also looking at installing a small pavilion over one of the picnic tables in order to provide shade in summer and a sheltered place for people attending events to wait for the building to open. The design and cost of the project are not final at this time.

We also received a request from Sue Johnson of Saint Edmond's Academy to grant them a permit to hold a 5k race through Arden on Saturday September 23rd at 9:00 AM. With the approval of the Town assembly we intend to grant them this as long as they agree to "Indemnify and hold harmless the Village of Arden".

We are also proposing to install a new bulletin board on the outside wall of the Buzz Ware building near the main entrance in order to comply with the state's new FOIA requirements. This would be exclusively for the use of Town Officers and Committees to post their meeting notices and agendas and would be lockable. Only town officers, the town secretary, and committee chairmen would have keys.

We are also looking at the possibility of installing a small bus shelter and bicycle rack on the public land near the intersection of The Sweep and Harvey Road where the school bus picks up and drops off the children.

We are planning to restore the area around the style at the corner of Lower Lane and Harvey Road.

Tuesday July 4th being a holiday, our next Committee meeting is scheduled for July 11th at 7:30 PM.

Respectfully submitted
Edward Rohrbach, Co-Chair

Questions/Comments

Civic will look at the poison ivy on path near museum.

Corner of the Highway and Harvey Road (adjacent to Schweers's/Henry's leasehold) sink hole caused by drainage. Gutter was installed under Orleans Rd from the upper end to the lower end. To correct this, the pipe needs to be extended. The state is responsible for repairs of road. Civic will contact state to request repairs. Jeff Politis will also work with Civic to address repairing sink hole.

For emphasis, the "official place" for posting meetings and agendas is to be at the BWVC. Civic and Community Planning will get together to set this up. In interim we use the existing BWVC bulletin board.

There was a request that Civic Committee and Forest Committee do not use Round Up in the Ardens.

Request before expansion of Sweep land for Forest Committee to take a look at the runoff before a site is picked for expansion. Must be ADA accessible. Look at site lines because fence blocks.

Civic Report Accepted

11.7 BWVC - Walter Borders, Denis O'Regan

BWVC Committee Report to the June 2017 Village of Arden Town Meeting

The Buzz Ware Committee has a number of items to cover this evening. We will cover

- Community programs
- Repairs and maintenance
- Financial status
- Peddlers, Potions and Practitioners Holistic Market Place

Community Programs: As a reminder, the Buzz sponsors a number of classes (i.e., Strength & Mobility twice a week and a Yoga class on Saturday morning), regular programs (i.e., Coffeehouse, Art on the Town, the Georgist Group, Monday night art class), and other special events.

I would like to reiterate that we have received for consideration events that seemed ideal to be Community Events except for the ability of the event to be publicized. Our position is that the event must be submitted with enough time for the committee to discuss it and if accepted to be published in the Arden Page. Unlike Facebook, the Arden Page reaches every mail box. A poorly

publicized event is really a private event. Please give your event enough time to be considered and publicized when you submit your request.

Repairs and Maintenance: In the quarter since the last town meeting we had more roofing work done over the stage. Hopefully this time the repair will do what we hope. There have been no problems with the main sewer line to report. The work to find the line beyond the basketball court and add a cleanout is only delayed until we have a better understanding about what other projects we will undertake this year.

Financial: As you already heard from our Treasurer David Michelson, the Village Center had a small profit in the first quarter of our fiscal year. The renovation fund has about $22,000 in it. A new and urgent financial concern has arisen. We need to streamline and update how we handle money to use current business practices. We would like to adopt online rental registration and PayPal. Automating would make the Village and customer accounting more transparent and timely. If you have experience in this and/or know someone who can guide us, please contact either Denis or myself.

Peddlers, Potions and Practitioners Holistic Market Place:

The Buzz Ware village center will once again host the 12th annual Peddlers, Potions and Practitioners, Holistic Market Place on September 2, 2017, showcasing a distinguished group of professionals who aspire to enhance our health, happiness and quality of life. A few booth spaces are still available. If you or someone you know is interested, please contact Toby Ridings for an application. Friends of the Buzz may volunteer to help with pre-fair set-up and or fair day by contacting Randy Hoopes. We are anticipating a successful event with some new interesting vendors and some of are popular regulars. Please come in and have a look around and help support our community center. This is our one and only fundraiser. Last year was our most successful to date, raising $6,937. All the income collected goes directly into our Buzz Ware Village Center renovation fund.

Concluding Remarks:

The Buzz continues to look for new ways to support the Arden's. We do ask, if you observe something in or around the facility you find of a concern, or if you simply have a suggestion for facility improvements at the Buzz Ware, please contact a committee member, or go to the Buzz Ware website under "Contact". You can make comments, submit an idea for a community event or volunteer.

Again, we want to thank all those that volunteer their time and resources to support the Buzz and the ongoing activities.

Respectively submitted,

Walter Borders

Questions/Comments

Civic Committee was complimented in their expedient response to painting a border along new path leading to BWVC for safety reasons.

Buzz Ware Village Report Accepted

11.8 Budget – Denise Nordheimer

Arden Budget Committee Report for April 27, 2017 Meeting
Good morning. A meeting of the Arden Budget Committee was convened on April 27, 2017 at 7:30PM at the Buzz Ware Village Center. Present were: Gary Quinton (outgoing Chair), Jennifer Borders, David Gerbec, Bill Theis, Warren Rosenkranz and Denise Nordheimer.
Denise Nordheimer was elected chair. Gary Quinton reviewed the work of the committee and its various deadlines for presentations to the Village and communication with the Registration Committee. Also discussed were publication of future meeting times to comply with FOIA regulations and the invitation of the Town Treasurer to all Budget Committee meetings to help

insure that the Committee and the Town have the benefit of each other's work and most recent information. The meeting was adjourned at 8:30 PM.

Respectfully Submitted,

Denise D. Nordheimer

Questions/Comments - None

Budget Report Accepted

11.9 Audit - Helen "Cookie" Ohlson

On June 7, 2017, the Audit Committee reviewed the town books and financial files.

All was found to be in order.

Cookie Ohlson, Chair

Questions/Comments - None

Audit Report Accepted

11.10 Archives – Lisa Mullinax

We have a summer intern! The History Department at the University of Delaware has selected the Arden Craft Shop Museum as a location for one of its "Stewart Summer Internships." Our intern is Sharon Hess, a graduate student in the Museum Studies Program at the U of D.

At the Museum, Sharon will be working primarily on the Arden Archives Photograph Collection project which began last summer. This project includes scanning photographs, recording all the available information about each one, and uploading the information to a searchable data-base. In the few short weeks Sharon has been at the Museum, she has already added more than 500 new photographs to the database! Use the Museum web site (ardencraftshopmuseum.com) to search for old friends and fun events in our past If you have more information, especially names, for some of the older photographs, please let us know.

In addition to our current exhibit, "There's A Gild For That," we are showing accessories and inspirations celebrating the tradition of Shakespeare performances in Arden. The exhibit includes some new acquisitions: costume design paintings by Bunny Hurlong. Both exhibits will be open through the Arden Fair.

Please stop in and visit us on Sunday afternoons between 1 and 3 p.m. and Wednesday evenings between 7:30 and 9 p.m.

Respectfully submitted,

Lisa Mullinax

Questions/Comments

By laws are not in the Arden Archives/Craft shop museum but they should be in the Town Office.

Archives Report accepted

12.0 Old Business – None

13.0 New Business

Marianne read the following statement:

Before the Motion is stated it should be clear that the Town Charter or "The Act to Reincorporate the Village of Arden," a State legislated document, is the guiding document for the action of this Assembly.

1. The discussion will not be about what is a good idea but whether the idea is grounded in the Town Charter.
2. The discussion will not be about whether officers or committee persons have conscientiously attempted to work for the community but whether the work is guided by language in the Town Charter.

3. Section 4 under Structure of Government states "The government of the Village of Arden and the exercise of all of the powers conferred by this Act, except as otherwise provided herein, shall be vested in the Town Assembly of the Village of Arden, referred to herein as the "Town Assembly". The Town Assembly shall consist of all residents of the Village." One is a member of the Town Assembly whether one attends this meeting or not.

> The translation of this paragraph is*: The Assembly has legislative power. Elected and appointed personnel have administrative power.*

Reasons for the reinstatement of the Legislative Reference Committee:

One of the reasons for dissolving the LRC in 2006 was that the Committee had not functioned for two years and had not, in the ten years since issuing the original Red Book, codified all the governing documents of the Village.

> *The Oxford American Dictionary and Thesaurus (2009) defines codify as "arrange procedures or rules into a system"*

In the 11 ½ years since this piece of legislation, the governing documents still have not been codified. For instance, if one wanted to find out what additional duties had been delegated to a committee one has to go through all the Town Assembly minutes to find out. If one wanted to find out when the Town Assembly discussed a particular ordinance one would have to go through all the Town Assembly minutes.

Since the Town Secretary has not codified the documents in a longer time than the original LRC had to accomplish the task, it is time to try again by assigning a group the function of reviewing the governing documents and codifying them with the guidelines stipulated in this present motion.

Jeff – A copies of the two motions were made availiable. Marianne read the following:

A. MOTION TO REINSTATE LEGISLATIVE COMMITTEE

Reinstate the Legislation Reference Committee with the following membership and duties.

A - The Legislative Reference Committee shall consist of three residents of Arden, elected by a majority of those voting at the regular March meeting. The term shall be two years, two members elected on the odd numbers years and one on even numbered years.

B - Duties if the committee are:
1. Insure that there is an identified collection of documents, kept all in one place and available at each Town Assembly Meeting, that contain all the legislated actions by which The Village of Arden is governed. The collection will include: The Town Charter (An Act to Reincorporation the Village of Arden: Delaware State Law, Chapter 125, Volume 56, Approved October 13,1967, amended May 27, 1971 (voting age), June 21,1982 (legality of secret ballots), June 1, 1993 (Increase membership of Registration Committee to 5); The Deed of Trust; Town Ordinances; Bylaws that describe all committees, date of institution, terms of office and their duties, date of duty additions/changes and other policies passed by vote of Town Assembly; and the general contents of the fall referendum. This set of documents should be available both on line on the Village Government website and in hard copy available to all residents of the Village.

2. Bring to the attention of Assembly any instances of conflict within or among the documents.

3. Update the web version of modified documents immediately after change/addition is enacted by Town Assembly and denote the status of the enactment according to the

meeting minutes as 'approved' or 'unapproved' by the following town assembly meeting. Include updated pages with fall referendum mailing.

4. Make a collection of policies found in minutes that have NOT been enacted into law by vote of the Town Assembly for the information of the Assembly.
5. At least one member should attend each Town Assembly Meeting, both regularly scheduled and special meetings with copy of document collection in hand.

6. Prepare a description of the differences between a direct democracy and both a representative democracy and a bureaucratic structure. Include the who, what, where, how, and why of residents' actions in the Village and at Town Assembly Meetings.

Jeff provided instructions about the motion - Did not second so there can be a discussion. This is not to speak to or against the motion. Looking for clarity of the intent or anything specifically about how this would work. Once motion is seconded, then can speak to or against the motion.

Discussion about clarity of the Motion

Codify documents means searchable data base.

Suggest the maker of the motion, to discuss with the officers of the Village to see if this motion is going to work in terms of codify. If this has not been done, how can we get documents codified or should we consider a committee to be formed to address this? Give the officers an opportunity to make that decision and return in September with outcome of discussion.

The reason why to form a committee is because they are government documents and she believes you need official elected people to look at documents fairly and make a decision.

To meet codification concerns with the "Red Book" that was posted to Village website, an index should solve the issue.

Trying to create a system rather than have individuals do things. The way systems run is the Chair of the Town Assembly does something, not the person (in this case Jeff) does something. The Legislative Reference Committee will do something, not Cecilia does something. Creating a system that has roles, not individuals. Individuals fill the roles. In order to have a system ongoing you have to have a form. The difference between an 'event and a process'. This motion goes to a process. That process is what keeps it consistent. This process will illuminate that.

The problem is solved by having large searchable data base software.

No objections to ending the discussion about clarity of motion.

Motion on floor **-** all agreed no need to read motion again and all have copies. Recorded and seconded.

Floor open to speak - For or Against the Motion

Marianne was thanked for all of her hard work and good intentions. Much appreciation expressed.

Speaking against the Motion

To recruit volunteers for committees at present is difficult enough without adding another committee and its volunteers.

To expect to index one hundred and seventeen years of documents is not realistic. The documents are important and have been retained. To have it available electronically is going to be faster, and will make for more efficient and more accurate records.

The way the motion was crafted is way too onerous.

Motion is antiquated. We are already posting our informatization on the Village website in which you can access it.

Speaking for the Motion

If the records have not been codified by the Town Secretary (who was assigned responsibility upon the 2006 motion to dissolve Legislative Reference Committee), what is to say it will be done in the future?

She suggests that the motion needs to table for the next Town Assembly Meeting in order to look at the way technology could aid us in putting this together whether within context of a committee or without the context of a committee. It is important and permanent enough to request more time to evaluate situation.

Motion to table Legislative Reference Committee Motion was seconded

A motion was presented to have a **paper ballot** vote for the motion to table the Legislative Reference Committee Motion was seconded. No's have it. **Motion for paper ballot Denied**

Motion to table 'Reinstate the Legislative Reference Committee Motion'

Hand Vote

Yes 36

No 8

Motion to table Legislative Reference Committee Passed

Quorum confirmed

B. Motion to create Ad hoc Committee

Marianne read the following:

The members of the Congress of the United States may not be at a session of the Senate or the House when a vote is taken but they must be able to have access to a bill's contents before it comes up for a vote so they can make an informed decision on the issue involved. Since the Town Assembly (TA) (all residents over the age of 18 who have lived in the Village for six months) is the ruling body of the Town there should be an easily accessible site where Committee reports and potential motions are posted at least five days before a TA Meeting. The site should also enable residents to ask questions/seek clarification on the issues.

This forum should enable thoughtful comments and responses before the Meeting and should shorten time an issue is discussed on the floor.

B. MOTION TO ESTABLISH AD HOC COMMITTEE TO STUDY ISSUE OF TOWN ASSEMBLY FORUM WEBSITE

Form an Ad Hoc committee to investigate possible platforms for a Town Assembly (TA) Forum website with access limited to restricted to the residents of the Village of Arden (the TA) that will allow a conversation about Town issues among residents.

(corrected motion from "with limited access restricted" to" with access limited to the residents".)

Motion on Floor to speak to or against the motion:

Speaking Against the Motion

If we create a website that encourages discussion, what that amounts (FOIA) to is a meeting with the Town Assembly on line.

Concerned about who will moderate this forum.

In response to the statement that you are interested in getting more people to attend Town Assembly and being able to express their opinions. They are expressing their opinion by not coming. That shows they are satisfied the way Town Assembly is operating. The letter of the law is *Silentium Est Consensu* (Silence is consent).

No need to form a committee to have a private website that is limited about town business as long as it is not associated with the Town. But if a private website is created it is not the responsibility of the committees or town officials to respond to any questions or comments.

Speaking for the Motion

By forming Ad hoc Committee, residents would have the opportunity to know what the issues are.

This is easier for people at the last minutes to participate.

Motion is Defeated in Voice Vote.

14.0 Good & Welfare

Ron Meick has an exhibit at the Washington Print Makers Gallery in Washington, DC called Talking Pictures. Ron received a glowing review in the Washington Post about his whimsical art and this particular exhibit.

Ruth Bean, our stalwart in so many Arden activities, has moved to the Ivy Gables. She has been an active member of this community probably longer than any of us.

Congratulations to all Graduates: Lily Nordheimer & Jamie O'Neal. Request to announce graduates as well as all those who turn 18 years of age who are entering into adulthood and are eligible to vote and participate in our Town Assembly. It would be a great way to welcome them as a full member of the Town Assembly at beginning of Town Assembly meeting.
Congratulations to Tegan Harcourt, who graduated magna cum laude from Hollins University and who received a special award for her citizenship in which she was recognized as student body

president, after having been class president all those times. Today was her first day of work in Manhattan.

15.0 Motion to Adjourn and seconded 11:03 P.M.

Respectfully Submitted-

Elizabeth Resko, Village of Arden Town Secretary

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting

All are welcome hither

Please note: Those attending Town Meetings are eligible to vote are 18 years of age, or older

Trustees of Arden
Financial Report
Town Meeting June 26, 2017

Current Assets	**31-May-17**
Arden B&L Bequest Funds	$28,398.91
Vanguard Bequest Funds	208,123.11
Arden B&L (Reserve)	138,270.78
M & T Checking Account	522,203.99
Vanguard Money Market	430.39
Total Cash & Equity	**$897,427.18**
Land Rent Receivable	29,471.34
Total Current Assets	**$926,898.52**

Income & Expenses

2017 Income Mar 25-May 24, 2017	
Land Rent & Related Income	$632,369.62
Other Income-All Sources	1,254.15
2017 Additional Income (Expected)	
Additional Land Rent	17,500.00
Interest Income	5,500.00
Total 2017-18 Operating Income	**$656,623.77**
2017 Expenses Mar 25-May 24, 2017	
Village of Arden	$100,000.00
General Trust Administration	4,539.64
2017 Additional Expenses (Expected)	
Taxes and Rebates	481,000.00
General Trust Administration	15,000.00
Village of Arden	50,000.00
Total 201-187 Expenses	**$650,539.64**

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Position
As of June 24 2017

		Notes
Checking/Savings		
1000 · TD Bank	237,912	
1005 - Capital One 360	113,113	
1010 · TD Bank MSA Checking Account	1,000	Municipal Street Aid
1032 - Arden Building & Loan	42,341	BuzzWare $528, Lecture Series $2,148, Schroeder Bequest $39,665
1050 - Raymond James - net value @ 6/23/17	309,149	Schroeder Bequest - Initial Investment $301,002
Total Cash	703,515	
LIABILITIES		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	7,640	
2300 - Mortgage - AB&L Avery Property - Balance as of 3-25-17	20,892	15 yr note at 7% for $150,000 began 4/26/04 - balance at 3/24/17 = $20,892
FUND BALANCES		
Buzz Ware Renovation Fund	22,960	
Lecture Series	2,148	
J Schroeder Bequest	427,909	
Memorial Garden	12,391	
Municipal Street Aid	1,000	
Capital Maintenance Fund	22,180	
Village - Prudent Reserve	126,609	Prudent Reserve Balance @ 3/24/15 = $90,249 Prudent Reserve Balance @ 3/24/16 = $106,644 Prudent Reserve Balance @ 3/24/17 = $77,362
Vacant Dwelling Fund	24,539	
Buckingham Green Settlement Fund	50,043	
Trustees of Arden Donation	6,096	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Activity
As of June 24, 2017

	3/25/17- 6/24/17	Budget	% to Budget	
Revenue				
^ 4000 · General Funds - Village	90,000	-		
4100 - Donations, grants, rentals	-	-		
+ 4510 · Franchise Fee Receipts	2,459	15,100		
4900 · Interest Income	75	-		
Total Revenue	92,534	15,100		
Expenses				balance left in budget
6000 · Payroll & Payroll Taxes	2,878	13,298	21.64%	10,420
6300 · Administrative Expenses	3,880	40,670	9.54%	36,790
8000 · Committee Expenses - see detail below	12,134	82,775	14.66%	70,641
8010 · Contributions & Donations	-	6,450	0.00%	6,450
Contigency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	14,861	57,600	25.80%	42,739
9000 · Debt Service	4,045	16,176	25.01%	12,131
Total Expense	37,798	226,969	16.65%	189,171
Surplus (deficit)	**54,736**	**(211,869)**		
Committee	**Actuals YTD**	**Budget**		balance left in budget
Advisory	-	200	0.00%	200
Archives	465	1,800	25.86%	1,335
Assessors	-	50	0.00%	50
Budget	-	75	0.00%	75
Buzz Ware - general operating support	-	5,000	0.00%	5,000
Civic	9,505	58,000	16.39%	48,495
Community Planning	-	1,000	0.00%	1,000
Forest	735	8,000	9.19%	7,265
Playground	1,225	4,000	30.63%	2,775
Registration	203	250	81.40%	47
Safety	-	4,400	0.00%	4,400
	12,134	**82,775**	**14.66%**	**70,641**

+ Comcast = $1,174, Verizon = $1,285
^ Trustee's transferred $100,000 land rent to Village - $10,000 was allocated to Capital Maint Fund

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

			Special Village Funds			
	BuzzWare	Buzz renovation	Hamburger Lecture Series	J. Schroeder Bequest	Memorial Garden	MSA
	3/25/17- 6/24/17	3/25/17- 6/24/17	3/25/17- 6/24/17	3/25/17- 6/24/17	3/25/17- 6/24/17	3/25/17- 6/24/17
Revenue						
4000 - General Funds - Village	-	-				
4010 - Donations	200	-	-	-	2,078	-
4100 - Program Revenue	1,446	-	-	-	-	-
4300 - Grants	-	-	-	-	-	-
4400 - Rentals	7,491	2,690	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-
4900 - Interest & Dividend Income	-	-	-	567	-	-
9900 - Unrealized gains on investments	-	-	-	10,998	-	-
Total Revenue	9,136	2,690	-	11,565	2,078	-
Expenses						
6000 - Payroll & Payroll Taxes	5,040	-	-	-	-	-
6300 - Administrative Expenses	37	-	-	-	-	-
6310 - Janitorial Supplies	153	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	838	-	-	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	195	-	-	-	-	-
7600 - Repairs & Maintenance	828	-	-	-	-	-
8000 - Program Expenses	1,828	-	-	801	1,538	-
Total Expense	8,919	-	-	801	1,538	-
Surplus (Deficit)	217	2,690	-	10,764	540	-
Carried forward fund balance		20,270	2,148	417,145	11,851	1,000
Fund balance		22,960	2,148	427,909	12,391	1,000

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

	Capital/Maint/RepaiFund	Vacant Dwelling Fund	Buckingham Green Fund
	3/25/17- 6/24/17	3/25/17- 6/24/17	3/25/17- 6/24/17
Revenue			
4000 - General Funds - Village	10,000	-	-
4010 - Donations	-	-	-
4100 - Program Revenue		-	-
4300 - Grants		-	-
4400 - Rentals	-	-	-
4520 - Vacant Property Registration Fees	-	3,600	-
4900 - Interest & Dividend Income	-	-	-
9900 - Unrealized gains on investments	-	-	-
Total Revenue	10,000	3,600	-
Expenses			
6000 - Payroll & Payroll Taxes	-	-	-
6300 - Administrative Expenses	-	-	-
6310 - Janitorial Supplies	-	-	-
7020 - Utilities (gas, electric, water, telephone)	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	-	-	-
7600 - Repairs & Maintenance	-	-	-
8000 - Program Expenses	-	-	-
Total Expense	-	-	-
Surplus (Deficit)	10,000	3,600	-
Carried forward fund balance	12,180	20,939	50,043
Fund balance	22,180	24,539	50,043

TOWN ASSEMBLY VILLAGE OF ARDEN

Date JUNE 26 Page 2017

SIGN IN SHEET

Please sign your name clearly.
Thank you.
NV after your name = non-voter

1. LARRY WALKER
2. ELIZABETH VARLEY
3. GARY E. Quinton
4. DAVID A. Michelson
5. JULIA McNEIL
6. ED ROHRBACH
7. JOE LEE PAINTER NV
8. HUGH ROBERTS
9. STEVE TAMZER
10. DENIS O'REGAN
11. Carol DiGiovanni
12. Sam Panella
13. Lisa Mallmax
14. [illegible]
15. [illegible]
16. Danny N Schweers
17. Mike Curtis
18. Brooke Bovard
19. [illegible]
20. Steve Hancock
21. AL MACKS
22. Bob Wilson
23. Joe del Tufo
24. PAM PORITIS
25. COOKIE OHLSON
26. CARL FALCO
27. Marcia Scheflen
28. JOHN SCHEFLEN
29. Sadie Somerville
30. Warren Pruyhenny
31. Deborah Ricard
32. Ruth Panella
33. Jill Althouse-Wood
34. Mark Wood
35. JIM LAURINO
36. ELAINE HICKEY
37. Walter Borders
38. MARY VERNON
39. Roger GARRISON
40. Grace E. Ressler
41. Cecilia Vore
42. Dorinda Dove
43. BARBARA MACKLEM

Print Name

TOWN ASSEMBLY VILLAGE OF ARDEN
DATE

Print Name

44 RON MEICR
45 Harold Kalmus
46 Dave Jones
47 Marianne Cinaglia
48 David Claney
49 Mary Young
50 Tom Wheeler
51 JAN WESTERHOUSE
52 Sue Rothrock
53 Jodi Ouckley
54 Carol Larson
55 Jenie Nordheimer
56 Barbara Doherty
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