

INSIDE: September 23, 2013 Meeting Minutes

Town Meeting

Monday, January 27, 2014
7:30 p.m. - Gild Hall
2119 The Highway
Arden, Delaware

AGENDA ITEMS WILL INCLUDE:

- Voting for Officers & Committees

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, September 23, 2013
 Gild Hall -Arden, DE
 Attendance 78

Al	Marks	Cookie	Ohlson	M. P.	Moon
Mike	Curtis	Deborah	Ricard	Barbara	Macklem
Keri	Will - Del Tufo	Warren	Rosenkranz	Larry	Strange
John T	Stone	Bob	Andress	Elizabeth	Varley
Bob	Wilson NV	Sadie	Somerville	Lisa	Surbrook NV
Ed	Rohrbach	Cynthia	Dewick	Linda	Parks (Ardencroft) NV
Carol	Larson	David	Gerbec	Marcia	Scheflen
Ross	Hippely	Linda	Celestian	Lynda	Kolski
David	Michelson	Deborah	Kenney	Barbara	Shippy
Gary E	Quinton	Charles E.	Robinson	Ron	Meick
Patrick	Barry	Sally	Sharp	Steven	Threefoot
Tom	Wheeler	Dale	Brumbaugh	Alton	Dahl
Chris	Junk	Victoria	Davis	Jeffrey	Steen
Julia	McNeil	David	Nordheimer	Brooke	Bovard
Kathy	Martin	Elaine	Hickey	Carly	Hampton
Delaney	Martin	Megan	King	Betty	O'Regan
John	Martin	Mick	Fitzharris	Denis	O'Regan
Mark	Wood	Roger	Garrison	Clay	Ridings
Jeffrey	Politis	Marianne	Burslem	Hunter	Clarke-Fields
Marjorie	Roberts	Alan	Burslem	Jane P	Claney
Rodney	Jester	Cecilia	Vore	Laura	Wallace
Hugh	Roberts	Carl	Falco	Barbara	Henry
Alex	Rudzinski	Marianne	Cinaglia	Randy	Hoopes
Jim	Laurino	Larry	Walker	Heidi	Hoegger
Katrina	Streiff	David D	Claney	Stephen	Harcourt
Danny	Schweers	Jennifer	Borders	Elizabeth	Resko

1.0 Call to Order

Chair: Danny Schweers called the meeting to order at 7:41 P.M.

2.0 Minutes

The town minutes of June 2013 were approved as presented.

3.0 New Residents: Cathy, Delaney and John Martin live in the Ellis leasehold on Hillside, Ross Hippely, Mark Wood live on Hillside and Victoria Davis who has been resident for six years, lives on Lower Ln and this is her first town meeting.

4.0 Recognition of the Departed

Steven Blades, Richard “Dick” Githens , Marie “Bunni” Hurlong, (Mike Curtis: Bunni was ninety-seven and had been a resident of Arden since 1938) and Christopher McDowell Wilson.

5.0 Visitors: None

6.0 Communications: Bob Wilson lives on Silverside Rd and he was a resident who attended first grade at the Arden school. Bob was the 7th district house candidate last year and he is planning on running again. He wanted the community to know he is there for them and he “likes to listen rather than speak”.

7.0 Trustees Report

Trustees Report September 23, 2013

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:

County taxes	83,913.90
School taxes	315,975.28
Total County and School taxes paid	399,889.18
Rebates to individual leaseholders	33,822.13
Total paid	\$433,711.31

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 Property Tax Relief** is a tax credit for those 65 and over (that is the only criterion) 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 (direct) or 395-5400 (New Castle County, main of-

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

Legal: Buckingham Green. Ted Rosenthal, our lawyer, has been working with the lawyer for the builders, Mike Silverman to finalize a \$65,000 settlement. The settlement will be sent to the Buckingham Green Civic Association counsel Christopher Sipes. Ted expects the check should follow within a month's time. The Trustees will turn the monies over to the Village with the suggestion that the money go into a fund for the Forest Committee.

Lease Transfers: There have been six lease transfers since the June Town Meeting. Joe and Keri Del Tufo to 1704 Green Lane, Mark Wood and Jill Althouse-Wood to 2110 Hillside Road, Lon Sullivan to 2305 Hillside Road, John and Kathleen Martin to 2202 Hillside Road, John Stone to 2106 Millers Road and Michael Oravec to 2316 Walnut Lane.

Wynn Leasehold: The Village is working with their attorney on an easement agreement.

Respectfully submitted,

Mike Curtis

Mike Curtis, Arden Trustee

Questions: Althon Dahl: How the \$65,000 received from Buckingham Green settlement compares to out of pocket expenses? \$120,000.

8.0 Treasurer's Report: Chair: David Mickelson

Reviewed Statement of Financial Position, Financial Activity and Special Village Funds (per Attachment)

Motion to Establish the Investment Advisory Board for the Village of Arden.

Move that the Town Assembly establish a board, named the "Investment Advisory Board", for the purpose of advising the Village on managing the various investment and endowment funds of the Village. These funds shall include, but not necessarily be limited to, the "Pendulum Fund".

The Investor Advisory Board shall be composed of three (3) residents of the Village of Arden.

The board shall advise the officers of the Village on options to manage and maintain the investments in the endowment funds. The board should take into account the investment policies of the Town Assembly in the recommendations, and prior to the September Town meeting, the board shall recommend to the Treasurer the funds from the various endowments available for grants to be administered the following fiscal years.

The board shall monitor the investment portfolio throughout the year, and report to the Town Officers their recommendations, at a minimum, prior to each regular Town Assembly meeting. The board may recommend changes to the investment guidelines to the town officers. Changes to the guidelines require approval by the town assembly.

All transactions, funds transfers, and investment decisions, shall be executed exclusively by the officers of the Village.

The Investment Advisory Board members shall serve for terms of two years, with two members appointed in odd numbered years and one member appointed in even numbered years. The Town Treasurer appoints the board members and submits their name for consent by the Town Assembly at the September Town Meeting. The Town Assembly may either accept or reject the appointee. Investment Advisory Board members may be reappointed to serve for additional two-year terms without limit. In case of a vacancy, the Treasurer shall appoint a qualified person to serve as a board member until seeking consent of the Town Assembly at the next regular Town Meeting.

The initial board will have two members who will serve the two-year term and one member that will serve a one-year term.

The board shall set its own rules, procedure, and conduct within the requirements of the laws of the State of Delaware.

(Seconded) Discussion

Jennifer Borders concerned about oversight. The independent body is going to oversee the village investments. Their charge is to look at the investments, look at the policy governing those investments, keep track of the investments and make recommendations. Officers make the actual transactions and the Audit committee and independent auditors will audit transactions. Jim Laurino:clarification about Pendulum Policy: At the present moment the Pendulum policy is the governing policy because it is approximately 97% of the Village funds. Part of the charge of the board is to widen that policy.

Questioned Called

Motioned approved.

Treasurer's Report Accepted.

9.0 Advisory Chair: Bill Theis.

Cecilia read the list of 2014 Board of Assessors candidates: Brooke Bovard, Peter Compo, Joe del Tufo, David Gerbec, Elaine Hickey, Denis O'Regan, Gary Quinton, Clay Ridings, Charles Robinson, Warren Rosenkranz, Sally Sharp, Bill Theis, Tom Wheeler and 14_____.

10.0 Board of Assessors: Chair: Denis O'Regan

Danny Schweers: Alternative Assessment proposal: None.

With approval of Town Assembly Civic Committee Report was read first. Please refer to Civic Report under 11.5.

11.0 Committee Reports

11.1 Archives Chair Lisa Mullinax Barbara Macklem read the following report:§

What makes the Ardens different from the other communities that surround us? We asked that question of forty-five ACRA campers who went on the Arden Craft Shop Museum's "History Hunt" held in July. Following maps and written clues and listening to guides speak about formative people and places of the Ardens, the campers learned that not only is history housed in the Museum, it can also be found all around us as we walk along the roads and foot-paths of the villages. Thanks to ACRA, and to the many volunteers who helped make this a successful event.

Summer brought Shakespeare to Arden's Field Theater, and a loan exhibit of costumes and gorgeous headdresses from the Shakespeare Guild to the Museum. An added treat was a fascinating talk by Barbara Henry and Cecilia Vore about the designing and production of the costumes. You may view the talk at the Museum blog. ArdenCraftShopMuseum.com.

The Museum's popular "Afternoon with the Artist" exhibits continue to bring visitors in to enjoy the impressive variety of art produced in the Ardens, as well as the current Museum exhibition. They take place usually on the last Sunday of the month in the newly dedicated Bernie Schwab Community Room. Afternoon with the Artist is coordinated by Debbie Ricard.

For its ninth anniversary celebration, Sunday, October 13, the Arden Craft Shop museum will open "Dressed to the Nines: T-Shirts of the Arden Fair," an exhibit exploring the tradition of the annual artist designed Arden Fair t-shirts. An array of t-shirts, original art, and statements from the designers will be on display.

Working on exhibitions as well as accessioning, curating, and displaying Museum collections, managing the Museum blog, following up on inquiries to the Museum, and working with volunteers are among the duties of the Arden Craft Shop museum's curator Kelsey Ransick. Kelsey is a graduate of the University of Delaware's Museum Studies program, as were our former curators, one of whom, Robin M. Valencia, now volunteers at the Museum as an exhibition consultant.

Regular Museum hours are Wednesday evenings, 7:30 to 9, and Sunday afternoons, 1 to 3.

Thanks to Jane Claney, from whose writing most of this was taken.

Respectfully submitted, Lisa Mullinax
Archives Report Accepted

11.2 Audit Chair: Helen "Cookie" Ohlson

On September 3, 2013, the Audit Committee met to review the 2013 annual Corcoran Audit for the Trustees and the past quarter's books for Arden. All is in order.

Helen "Cookie" Ohlson, Audit Chair

Questions: Jennifer Border readdresses her concerns about new Investment group in how it impacts on Audit committee.

Audit committee function is validation of money by vouchers. Audit does not act in an advisory capacity. Audit Report Accepted.

11.3 Budget Chair: Jeffrey Politis

Jeffrey reviewed Projected Budget for FY March 25, 2014 to 2015 (per attachment). Net message is reduced budget for next year. Key-notes: Trash collection budget \$20,000 less from last year. and Capital & Repair Fund Line 104 set at zero because goal of \$30,000 to fund account has been reached. Two significant changes: Playground committee historically budgeted for \$3,000/yearly and this FY budget \$900. Currently reinstating budget amount of \$3,000. Budgeted Expenses (vote on) BWVC line 84 reduced budgeted amount from \$7,000 to \$5,000 per BWVC request. Added on the Non-Budgeted Expenses (do not vote) \$2,000 Ardens share of the Matching donations (line 18), Ardentown and Ardencroft each donated \$2,000 towards the BWVC renovation fund totaling \$4,000. Questions: Steve Threefoot points out by using the term "donations" it looks like we are donating to ourselves because BWVC is part of the village. He suggest using the term 'Funds to the BWVC. Agreed. A **motion** was made from the floor to move \$2,000 in the Buzz Ware Village Center's budget from the renovation fund back to operating expenses, so residents can approve it or not in the upcoming budget referendum. Once the Village Assembly understood that this \$2,000 matches funds donated to The Buzz by the villages of Ardentown and Ardencroft, the motion was voted down to preserve that partnership. The renovation fund accumulates over time and is set up to cover heating equipment, roof repair, and other large-ticket capital expenses. The villages share in those expenses. Motion denied. Budget Committee Report accepted.

11.4 BWVC Chair: Randy Hoopes

Larry Strange reviewed the BWVC Operating Account Report (per attachment)::

BWVC operating cost (based on past eighteen months of activity) is approximately \$2,000 a month. In order to break even, the BWVC goal is to have a mix of long term tenants and single events that generates at least \$2,000.

Reporting: BWVC will have three separate reporting expenses categories: 1) Operating expenses (all cost associated with the daily op-

eration of the BWVC), 2) Renovation fund (large Capital items, repairs that are considered improvements and betterments, fund raising monies and donations from all three Arden's), 3) Long Term Capital Improvements Projects (Example: exterior painting of the BWVC building, roof repairs and replacing solar panels).

BWVC is meeting to reevaluate the way rental prices are determined.

BWVC Report accepted.

11.5 Civic: Co Chair Tom Wheeler & Ed Rohrbach

Toby Riddings read the following:

The **Motion** to follow through with the removal & replacement of the willow.

In 2008 no one expected that the small willow oak would grow at such a great speed and shade over 35% of the garden as of today.

At this rate within the next 2 years it is likely the shade from the tree will cover about 50% of the garden plots, which inhibits growing vegetables in that space. Yields are down by 30%.

Over the years it became apparent that the shade was becoming a problem.

We did try to address moving the tree when it was younger, but we could not find the proper channels.

Moving the Garden as a whole is not an option for us because over the last 5 years we have made substantial investments in mushroom soils, organic fertilizers and other amendments, which we cannot dig up. Also the investment of time and labor to recreate the eco-friendly rain barrel water system, raised beds and perennials is beyond the scope of our ability.

April 17, 2013 the Community Planning committee agreed to the removal and encouraged a replacement tree on the Sherwood Green in a place where it will be of greater benefit to the good people of Arden.

We also sought expert advice from Peter Lindtner, Master of Horticulture, with 40 yrs experience as head horticulturist of the world-renowned E.I. DuPont Garden at Hagley Museum. He states, "The tree is in the wrong place". He recommends removal this year.

The tree is approx. 13 yrs. old easily removed without disturbing the grounds. As the tree gets larger removal will be more expensive and could harm the winterberries, adjacent trees, and shrubs.

This tree will grow to 80 ft. and will block solar panels in the future.

The G-Ardeners are prepared to pay for the removal and contribute to the replacement of the oak. A sponsor from the Forest Committee has agreed to purchase and nurture the growth of the new tree and suggest placement and species.

Discussion:

Cecilia: Pointed out this is not a permanent garden. Private individuals who are using public land exclusively. We are giving it away for private use.

Does the land need to generate rent? Denis O'Regan thinks the original agreement was \$150/yearly fee. And wants to know if that has been paid?

The G-Ardeners pay BWVC \$50 per year and a donation for water consumed. Brooke Bovard: Irrespective of the original agreement, Brooke be-

believes the communal garden has been very valuable for all three Ardens. Especially the reclaimed water has been such a great demonstration project. Volunteers have contributed many hours, not just for gardening of fruits and vegetables, but their efforts have extended into the community with baskets of fruit for elderly, education for children, and participation in the garden tour etc. These volunteer G-Ardeners are good citizens who contribute to our community. Brooke has requested that she would like the community to figure out a way to make this happen without getting “too highly legalistic” about it. Alex feels as though the town should be proud of our beautiful community garden. Steve Threefoot supports the removal of tree but wants to separate the tree cutting from the exclusive common land use. Exclusive use of common land he believes needs further discussion because this could set a precedent. Larry Strange the front solar panels on the front of BWVC are generating about 20% more energy than the panels on the side. He believes it is probably due to the shade of the tree. Question called. Motion to cut down tree and plant a new one has been approved.

CIVIC COMMITTEE REPORT TO THE TOWN ASSEMBLY SEPTEMBER 23, 2013

1. The committee contracted with Earle Downing Inc. to repair our roads in various locations around town and we expect that work to begin very soon. (End of this Week)
2. We are planning to have a landscape contractor aerate the soil on the Sherwood and Arden Greens this fall to mitigate compaction resulting from parking for various events. Proposed cost is \$1,845.00.
3. The committee moved some large rocks on the Sherwood Green to discourage people parking on the lawn when the BWVC lot is full.
4. Some other large rocks placed on the Arden Green to discourage people from parking on the grass along Inn Lane were moved by the people assisting the parking for the Fair. The Arden Club has been requested to return them to their former locations.
5. The contractor working at 2302 Hillside Rd. damaged some of the road in front of this lot without first obtaining an excavation permit. He has since applied for the required permit and promised to restore the road before the Lease is transferred.
6. The committee arranged to have the overgrown part of the Sherwood Green around the BWVC. This work is complete.
7. The committee met to evaluate the possibility of moving the garden area now used by the G-Ardeners, in order to avoid removing the Willow Oak, which is shading out a portion of the garden area. The gardeners all agreed that moving the garden is not an option for them due to all the work they have done building up

their soil, building planting beds and installing a rainwater collection system. The question is now reduced to whether to allow removal of the tree, or force the gardeners to live with the reduced sun exposure.

8. **Motion** The Committee proposes to shift responsibility for care of the Memorial Garden from The Planning Committee to the Civic Committee. The mapping and upkeep of the graves would continue to be in the hands of the same volunteers who are doing it now. Seconded. Discussion: This motion is agreeable to Community Planning, Civic Committee, and to the Memorial Gardens. All functions of the memorial Gardens are being moved, not just the ground keeping being moved. Motion approved.

Addendums to Civic Report: Tom Wheeler Special thanks to Charlie Robinson, who helped moved substantial size rocks on the green, and special thanks to Wayne Knotts who brought over large equipment to move rocks at no charge. Marianne Cinaglia: Americore team of 11 spent several hours cleaning up the Sherwood Green prior to the Arden Fair.

Civic Committee Report accepted.

Regular order of reports was resumed Next report read Archives

11.6 Community Planning: Chair Ray Seigfried

Sally Sharp read the following report:

Community Planning Committee Report to Town Assembly September 23, 2013

Memorial Gardens

At this month's Advisory Committee meeting, the topic of where Memorial Garden should be placed was reviewed. Over the past years, Memorial Gardens had reported under community planning. Most of the activities were around issues normally managed by the Civic Committee and many times the Community Planning Committee had to consult with them to resolve an issue. Since most of the issues are what Civic normally manages Community Planning felt that it better fit under Civic and made the decision to transfer Memorial Gardens under it.

Vacant House Arden Ordinance

The committee will begin working with the Town Secretary to obtain from Registration Committee a new list of vacant houses throughout Arden. If anyone believes they know of a house vacant for at least one year please contact a member of community planning. Community Planning will keep the Town up dated at the January meeting on its progress.

Special meeting on policy development between Trustees and the Village

Another special meeting was hosted by Community Planning in September to continue the conversation over practices that improve the communication and coordination between the Village and Trustees. After much discussion it was agreed to focus on the following issues;

- Have the Trustees clarify the current practice for deed transfer and have it posted on our web page.
- Create a new policy defining our practice regarding requests for building code and variance
- Evaluate Arden Ordinances to make recommendations of improvement which will be brought to Town Assembly for approval
- Create an Arden "Conflict of Interest" policy.

Find ways to make FOIA more standard throughout Arden

Community planning thanks everyone who has taken time to participate in this

important action.

FEMA No new action on this topic.
Report Accepted.

11.7 Forest: Co Chairs Carol Larson & Katrina Streiff

Roger Garrison read the following Canopy Tree Resolution:

The Delaware Forest Service Urban and Community Forestry Program every ten years does an assessment of tree canopy cover. Two years ago they did a survey of Arden and found we had an over 73.85% canopy cover. This same Dept. has grants available for communities such as ours; usually matching grants. They also award points for good stewardship of our woods, which points will increase the amount of the grant or their upping the percent of the grant they will pay.

One way to earn points would be to pass a resolution expressing our intent to increase the tree canopy. A resolution would not be the same as an ordinance, but would be a good faith expression of our intent.

This is the proposed resolution the Forest Committee would like the town to pass.

The Village of Arden

The 2013 Village of Arden Forest Canopy Density Goal

THE VILLAGE OF ARDEN, NEW CASTLE COUNTY, DELAWARE
RESOLUTION NO. xx

By the Town Meeting of the Village of Arden

Approving and Adopting by Resolution

The 2013 Village of Arden Canopy Density Goal

WHEREAS, Title 03, Section 103 of the Delaware Code authorizes Delaware municipalities to prepare a Comprehensive Urban Forest Resource Plan, for the purposes of encouraging the most appropriate uses of the physical and fiscal resources of the municipality and coordinating municipal growth, development and infrastructure investment actions with those of other municipalities, counties, and the State to grow and protect our forest resources; and

WHEREAS, the Charter of the Village of Arden authorizes the Town Meeting to exercise its powers in the interest of good government and the safety, health, and public welfare of the Village, its inhabitants and affairs, including but not limited to the power to provide for and preserve the health, peace, safety, cleanliness, ornament, good order, and public welfare; and

WHEREAS, Delaware's Forest Service Urban and Community Forestry Program provides guidelines to municipalities in order to effectuate the goal of having well-drawn and executed Comprehensive Urban Forest Resource Plans for all of Delaware's municipalities; and

WHEREAS, The Village of Arden, in consultation with Delaware's Forest Service Urban and Community Forestry Program that the existing forest canopy is 73.85% and desires to grow these resources to 75% in 10 years to further articulate the Village's commitment to preserving and enhancing forest resources;

NOW, THEREFORE, BE IT RESOLVED by the Town Meeting of the

Village of Arden, New Castle County, Delaware of September 23, 2013:

In accordance with Title 03, Section 103 of the Delaware Code and the Charter of the Village of Arden, hereby recognizes the Village's existing forest canopy of 73.85% and commit to growing this resource to 75% over the next ten years as part of the Village's continued commitment to preserving and enhancing its natural resources.

A **motion** was made to increase the tree cover in Arden from 73.85% to 75% over the next five years. Approval of this goal will help secure monetary grants to the village. Motion approved.

Forest Committee Report for 9/23/2013

1. Tree Cover Resolution-- The Delaware Forest Service Urban and Community Forestry Program every ten years does an assessment of tree canopy cover. Two years ago they did a survey of Arden and found we had an over 73.85% canopy cover. If we pass a resolution committing ourselves to trying to increase our tree cover to 75% over the next ten years, there are some advantages in terms of grants etc. We ask the Town Meeting for a resolution this effect.

2. 2409 Woodland Lane A resurvey done by the Trustees has been accepted by all parties. The area beyond the curved stone wall is owned by the Town. The Leaseholder has verbally agreed to trade

an access easement for a conservation easement to protect the 36" diameter white oak tree between the garage and the end of the leasehold by the path. When our attorney returns to town next week, this will be finalized.

3. 2033 Marsh The Contractor has promised to remove paving on Forest land. Carol has been repainting the line to keep up awareness of this ongoing issue.

4. Encroachment on Village forest land is a frequent issue. Enforcement of the Forest Stewardship Policy has been difficult both because of a reluctance to address personal issues between residents and also because effective enforcement mechanisms are lacking. The only time now that encroachments can be addressed is at the time of lease transfers. The Committee would like to see all leaseholds bordering the forests respect the bounds without exception, and without waiting for a lease transfer to take place.

We would like to mark the bounds of the forest, and discuss with each leaseholder as we do so any issues that come up. We plan to start from Marsh and Millers Roads, and work our way around. We do not have a budget for a formal resurvey, so we are hoping that there are enough places where surveyors' pins have been placed and enough cooperation from leaseholders that good lines can be established and marked. If irreconcilable differences arise, the issue of enforcement will arise. This process is being discussed in Community Planning.

FOREST STEWARDSHIP POLICY

• Policy

• a. The Village of Arden has set aside large tracts of land designated as the Arden Woods and the Sherwood Forest for public use and enjoyment. Private use of these lands for purposes other than individual enjoyment of nature is not allowed without specific authorization. See the survey of Vandemark and Lynch Inc. (7265-7202-B) July 9, 1962 with revisions through 1974 for specific description of these parcels.

• b. Boundaries of the forests will be clearly and suitably marked at reasonable intervals with markers which do not detract from the natural setting desired in the

forests.

- c. Residents are not allowed to encroach on the public lands adjacent to their leaseholds in any way that is inconsistent with Arden's forest objectives.
- d. Neighbors living outside of Arden and adjoining the forests are not allowed to encroach in any way on the Village forest lands adjacent to their properties.

- Responsibilities

- a. The Forest Committee is responsible for monitoring encroachment into the forests from either leaseholders or neighbors.
- b. The Trustees and the Forest Committee have joint responsibility for enforcement of the encroachment policy.
- c. Leaseholders planning construction on a leasehold adjacent to the forest must present plans and obtain approval from both the Trustees and the Forest Committee before applying for a county building permit.

5. Budget--this is not currently an issue as there has not been a lot of storm damage. We continue to apply for grants which can help us pay for needed work.

6. Please remember that no lawn/garden waste of any kind should be deposited in the forest.

7. A calendar of Arden's Most Hated Plants was designed by Carol Larson and sold at the Forest Booth at the Arden Fair. Copies are still available!

Submitted by the Forest Committee Chairs, Carol Larson and Katrina Streiff
In a **motion** from the floor, the town meeting authorized the Forest Committee to complete negotiations with the leaseholder at 2409 Woodland Lane concerning right of way to the garage, which was built away from existing access. It is hoped that this will end a controversial issue facing the village for almost a year. The motion was approved 36-15, with 5 abstentions.

Forest Committee Report Accepted

11.8 Playground: Chair: Al Marks

Larry Walker read the following Letter from Anna Green:

For those who are more recent arrivals in Arden, Anna is the mother of Gina Naff, and Gina was the child who was killed on the Sherwood Green when a piece of playground equipment failed). People in Arden must realize that very bad things can happen here, and that happened when my daughter died in a playground accident. It was in a time when playground safety and regular maintenance were not a part of Arden, and the accident left a life-long emotional scar on my family and me. One year after Gena's death, the Arden Playground Committee first began to look at equipment safety, and the Town owes considerable gratitude to Renee and Frank Heyman for their efforts in getting it started. Our playgrounds are safe, and over the decades there have been a minimal number of injuries to our children. In Arden we love our playgrounds and we love our children, but we must remember that equipment safety must come first. An Arden child died on our playgrounds, so we must always remember that horrible things happen here. Anna Green A **motion** was made from the floor that no action be taken on removal of the Arden Green slide tonight and that the Playground Committee present detailed information concerning the safety deficiencies of the slide on the green at the next

meeting. Motion denied. The Playground Committee considers plans to replace or modify it to get the slide up to current standards.

Playground Committee Report-- September 23, 2013

Since our last town meeting, the Committee has met 3 times and the following tasks have been completed.

We continue to work towards meeting the Consumer Product Safety Guidelines. We find this to be in the best interests of the children of Arden and the community as a whole.

(Nine) 9 certificates of appreciation were delivered to volunteers (non-committee members) that worked on the Buzz Ware playground site in June. An old bench was found rebuilt and installed as a monitoring bench on the Buzz Ware playground site. This was accomplished by Committee members and volunteers with donated hardware and stain and the purchased lumber.

The S hooks on the playground swings were adjusted as needed.

The mulch was raked in the area under the swings as well.

All other equipment was inspected and remains as previously reported. The slide on the Green remains a present danger and plans are being considered to either replace it, or rebuild it (as a hybrid version), and move its location. Minimizing the footprint (or fall-zones) and maximizing the events are the objectives, along with correcting the drainage issues. We hope to have our redesign plan in place before the next town meeting for review.

The Committee has identified State grant money available for new playground equipment and/or improvements up to 50%. We will seek funds for the match, perhaps with a fundraiser.

We are currently over-budget, and will seek a special one-time request allocation for mulching this fall on the south end of the Green.

Respectfully submitted,

Albert Marks, Chair

Playground Committee Report accepted.

11.9 Registration: Chair : Cecilia Vore

September 23, 2013, Report to the Town Assembly

The Registration Committee will conduct the annual Budget Referendum, and the election of the Arden Board of Assessors in October and November. The committee will review the list of eligible voters on Sept 29. Please notify a member of the Registration Committee tonight if there are any changes to the eligible voters in your household.

Ballots will be mailed around Oct 7. The deadline for returning ballots is 7:30 p.m., Wednesday, November 6, which will be printed on the ballot instructions that are mailed to each resident. Ballots will be counted on November 6 at the Buzz Ware Village Center. The public is invited to attend, and several volunteers are needed to assist the committee with the count. Results will be posted on the bulletin boards and the Village website the day following the vote count.

Respectfully submitted, Cecilia Vore, Chair

Report accepted

11.10 Safety: Chair: Brooke Bovard

Safety Committee Report September 23, 2013

Over the past quarter the safety committee has been active in a number of areas.

First, please feel free to take an Emergency preparedness guide. These should have been available also at the June meeting. Our local liaison is Jacob Morante, of Ardencroft. His number at NCC is 420-3307

The committee has spent much of the summer reviewing the visibility and condition of our traffic signs. We have hand pruned many of them and request leaseholders to trim back branches and vines that obscure them on the rights of way near your leaseholds. We expect to be installing some replacement signs this fall, but feel free to notify us if there is a sign about which you are concerned. Likewise, take a minute on your walks to make sure Fire Hydrants are easy to access.

This summer has been relatively quiet, crime-wise but not without incident. PLEASE take basic precautions to protect your space. Lock doors, keep your exterior lights in repair, ask a neighbor to watch the house if you go out of town. The police have asked us to report EVERYTHING. This gives them an accurate picture of the movement of criminal behavior.

Safety concerns regarding the school bus stops on Harvey Road have been brought to the appropriate authorities, and our elected officials.

The Safety Committee requests the town confirm Chris Junk as the replacement for Drumlin Brooke, who left the committee for a job in Florida. Chris was the alternate in the last election and has agreed to serve. Likewise, If anyone wishes to be placed on the spring ballot for Safety, please contact me or the chair of advisory.

Finally, I have been contacted by the Claymont Fire Company with regard to low hanging branches on our streets. They request a clearance of 13 ft 6 inches on our roads, so that they may safely and quickly reach houses in case of fire. Although some of the emergency vehicles may be able to function with a lower clearance, no one has any way to predict what vehicle will be available in the case of an emergency, or what direction they will be coming from. I would like the town to state here a commitment to addressing this as quickly as possible. I stress that this is a matter of judicious pruning, and not of wholesale felling. We have lost homes to fire in the Ardens before, and fatalities in house fires are not uncommon. Let's just get it done. I will be happy to work on this alone or in conjunction with another committee, but it's a safety issue and I present it as such.

Yours, Brooke Bovard, Safety Committee chair.

Cecilia Vore: Are there any other nominations on the floor for this position?

None. Chris Junk Elected.

Tom Wheeler You can do resolution but the work is in progress for tree trimming . Brooke will identify the trees Danny Schweers will coordinate Forest and Civic trim.

Safety Committee Report accepted

12.0 Old Business

Civic Committee nominates Mick Fitzharris. No other nominations. Mick Fitzharris elected.

13.0 New Business

Mike Curtis read the following: Buckingham Green: A **motion** was made from the floor that all money received from the Buckingham Green law suit settlement shall be put into a restricted fund to be spent by the Forest Committee for the restoration of damage caused by storm water coming from Buckingham Green. Motion approved.

14.0 Good & Welfare: Assessors Workshop October

Arden Town Meeting adjourned at 10:47 P.M.

Respectfully Submitted

Elizabeth Resko

Arden Town Secretary

ATTACHMENTS

Assets

Arden B&L	\$153,238.48
M & T Checking Account	466,869.45
Vanguard Bequest Funds	231,272.97
Vanguard Reserve	<u>4,425.65</u>
Total Current Cash & Equiv	\$855,806.55

Income

Land Rent & Related Income	\$575,471.25
Investment Income All Sources	<u>2,065.73</u>
Total Income	\$577,536.98

Expenses

New Castle County	153.28
Rebates	0.00
Village of Arden	106,000.00
Insurance	10,207.00
Third Party Audit	4,150.00
Third Party Bookkeeping	1,390.00
Third Party Legal	0.00
Third Party Engineering/Other	0.00
General Administration	<u>4,447.08</u>
Total Expenses	\$126,347.36

Trustee: Mike Curtis

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Position
As of Sept. 23, 2013

Checking/Savings		
1000 · TD Bank Operating Account	1,710	General operating
1005 - ING Direct	97,039	General operating
	<u>98,749</u>	Total General Operating
1005A - ING Direct	30,000	Capital Maintenance Fund
Total Checking/Savings - Village Funds	<u>128,749</u>	Total general operating and maintenance fund
1010 · TD Bank MSA Checking Account	34,486	Municipal Street Aid
1032 - Arden Building & Loan	25,724	Schroeder Bequest
1005 - ING Direct	104,673	Schroeder Bequest
1033 · Vanguard Money Market	266,986	Schroeder Bequest
Total Schroeder Bequest	<u>397,383</u>	Total Schroeder Bequest
1030 · Arden Building & Loan	12,176	Hamburger Lecture Series
1031 · Arden Building & Loan	586	Buzzware Funds
1500 - Sherwood Forest	859,379	Original purchase price
TOTAL ASSETS	<u>1,432,759</u>	
LIABILITIES		
2000 · Accounts Payable	598	
2010 · Payroll Liabilities	539	
2300 Mortgage -AB&L Avery Property	74,032	7% \$150,000 6/1/04-5/1/19
Total Liabilities	75,169	
FUND BALANCES		
Buzz Ware Renovation Fund	8,178	
Lecture Series	12,176	
J Schroeder Bequest	397,383	
Memorial Garden	6,298	
MSA	34,485	
Capital Maintenance Fund	30,000	
Village - general fund	83,723	
Capital Assets - Net of Debt	785,347	
Total Equity	<u>1,357,590</u>	
TOTAL LIABILITIES & EQUITY	<u>1,432,759</u>	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Activity
As of Sept 23, 2013

	<u>3/25/13-9/23/13</u>	<u>Budget</u>	
Revenue			
4000 · General Funds - Village	106,000	217,880	
4100 · Donations, grants, rentals	4,200	-	DCED Grant \$4,000
4510 · Franchise Fee Receipts	4,346	-	
4900 · Interest Income	197	-	
Total Revenue	<u>114,743</u>	<u>217,880</u>	
Expenses			balance left in budget
6000 · Payroll & Payroll Taxes	5,817	12,184	6,367
6300 · Administrative Expenses	2,629	9,800	7,171
6900 · Audit,Bkping,PR Expenses	267	6,000	5,733
8000 · Committee Expenses	18,132	72,820	54,688
8010 · Contributions & Donations Contingency Fund	5,900	5,900	-
Capital, maintenance & repair fund	-	10,000	10,000
8030 · Trash Service	27,302	75,000	47,698
9000 · Debt Service	8,090	16,176	8,086
Total Expense	<u>68,137</u>	<u>217,880</u>	<u>149,743</u>
Surplus (deficit)	<u>46,606</u>	<u>-</u>	
Committee	<u>Actuals YTD</u>	<u>Budget</u>	balance left in budget
Advisory	-	200	200
Archives	184	1,440	1,256
Assessors	-	50	50
Budget	-	50	50
Buzz Ware	3,366	7,000	3,634
Civic	11,934	53,980	42,046
Community Planning	962	1,000	38
Forest	199	6,000	5,801
Playground	1,487	900	(587)
Registration	-	200	200
Safety	-	2,000	2,000
	<u>18,132</u>	<u>72,820</u>	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

	BuzzWare 3/25/13-9/23/13	Budget	% to Budget	Buzz renovation 3/25/13-9/23/13	Hamburger Lecture Series 3/25/13-9/23/13	J. Schroeder Bequest 3/25/13-9/23/13	Memorial Garden 3/25/13-9/23/13	MSA 3/25/13-9/23/13	Capital/Main/Re palFund 3/25/13-9/23/13
Revenue									
4000 - General Funds - Village	3,356	7,000	48.09%						10,000
4010 - Donations	300	5,000		700					
4200 - Grant Revenue									
4400 - Rentals	6,975	21,802	31.99%	5,252					
4800 - Interest Income	15					1,123	3,302		
Total Revenue	10,656	33,802	31.52%	5,952		1,123	3,302		10,000
Expenses									
6000 - Payroll & PR Taxes	3,791	14,133	26.82%						
6300 - Administrative Expenses		156	0.00%						
6310 - Janitorial Supplies	742	917	80.92%						
6500 - Equipment Purchases		250	0.00%						
6900 - Audit, Bkping, PR Expenses	127	225	56.44%						
6920 - Professional Fees - Building Manager	3,045								
7020 - Utilities	2,318	9,537	24.31%						
7060 - Licenses/Permits/Fees/Alarm/Monitoring	404	785	51.49%						
7500 - Renovations		1,000	0.00%						
7600 - Repairs & Maintenance	85	4,000	2.13%						
8000 - Program Expenses	144	2,800	5.14%	1,559			3,009	8,716	
Total Expense	10,655	33,802	31.52%	1,559			3,009	8,716	
Surplus (Deficit)				4,393		1,123	293	(8,716)	10,000
Carried forward fund balance				3,785	12,176	396,250	6,005	43,201	20,000
Fund balance				8,178	12,176	397,363	8,298	34,485	30,000

- 18

Arden Town Assembly
September 2013
Projected Budget For Fiscal Year March 25, 2014 to 2015

		2014-2015	2013-2014	2012-2013	2011-2012	
TRUSTEE'S INCOME	NOTE	Budget	Appropriated	Actual	Actual	Line number
Land Rent	1	\$640,334.00	\$610,000.00	\$606,364.00	\$589,620.00	1
Interest & Other Income (details below)	2	\$7,500.00	\$7,500.00	\$8,098.00	\$9,771.00	2
						3
Meadow Lane Access					\$700.00	4
Investment Income		\$7,500.00	\$7,500.00	\$8,098.00	\$9,071.00	5
Misc					\$0.00	6
						7
SUB-TOTAL TRUSTEE'S INCOME		\$647,834.00	\$617,500.00	\$614,462.00	\$599,391.00	8
						9
Trustee's Reserve	3	\$151,000.00	\$168,163.00	\$168,163.00	\$191,500.00	10
						11
TOTAL TRUSTEE'S FUNDS AVAILABLE		\$798,834.00	\$785,663.00	\$782,625.00	\$790,891.00	12
						13
						14
TRUSTEE'S NON-BUDGET EXPENSES						15
Property Taxes						16
County (Property + Crossing Guard)	4	\$95,000.00	\$90,000.00	\$88,761.00	\$89,414.00	17
School (Brandywine + Votech)	5	\$370,000.00	\$350,000.00	\$333,193.00	\$290,936.00	18
						19
						20
Village of Arden		\$150,000.00	\$160,000.00	\$171,026.00	\$165,000.00	21
						22
Trustees Administration (Details below)	6	\$32,400.00	\$35,400.00	\$29,277.00	\$28,063.00	23
Audit		\$4,000.00	\$4,000.00	\$3,950.00	\$3,750.00	24
Insurance		\$10,000.00	\$10,000.00	\$9,778.00	\$8,717.00	25
Professional-Legal		\$5,000.00	\$8,000.00	\$3,547.00	\$2,456.00	26
Operations & Fees		\$2,000.00	\$2,000.00	\$986.00	\$2,423.00	27
Office Rent		\$2,400.00	\$2,400.00	\$2,400.00	\$2,400.00	28
Payroll Taxes		\$1,000.00	\$1,000.00	\$841.00	\$817.00	29
Salaries		\$8,000.00	\$8,000.00	\$7,775.00	\$7,500.00	30
						31
SUBTOTAL TRUSTEE'S NON-BUDGET EXPENSES		\$647,400.00	\$635,400.00	\$622,257.00	\$573,413.00	32
						33
						34
TOWN INCOME	NOTE	Budget	Appropriated	Actual	Actual	35
						36
Delaware Municipal Street Aid	7	\$16,731.00	\$15,000.00	\$16,883.00	\$14,116.00	37
Cable ROW	8	\$8,600.00	\$6,500.00	\$8,273.00	\$6,500.00	38
Antenna ROW	8	\$6,500.00	\$5,600.00	\$6,726.00	\$5,600.00	39
						40
Investment & misc Income	9	\$480.00	\$500.00	\$1,468.00	\$1,000.00	41
						42
						43
Buzz Ware Village Center	10	\$25,200.00	\$29,000.00	\$24,108.00	\$29,634.00	44
						45
Buzz Renovation Fund - Ardentown & Ardencroft Donations	11	\$4,000.00	\$4,000.00	\$3,350.00	\$4,032.00	46
						47
SUB-TOTAL TOWN INCOME		\$57,511.00	\$56,600.00	\$57,458.00	\$56,850.00	48
						49
Town's Reserve	12	\$25,000.00	\$25,000.00	\$47,115.00	\$29,963.00	50
						51
TOTAL TOWN FUNDS AVAILABLE		\$82,511.00	\$81,600.00	\$104,573.00	\$86,813.00	52
						53
						54
TOWN NON-BUDGET EXPENSES						55
						56
Trash & Special Pickup	13	\$55,000.00	\$75,000.00	\$64,430.00	\$72,000.00	57
Operations & fees	14	\$15,800.00	\$15,800.00	\$11,717.00	\$12,500.00	58
						59
Long Term Debt(Sherwood Forest)	15	\$16,176.00	\$16,176.00	\$16,125.00	\$16,176.00	60
						61
State Aid and Grants	16					62

Arden Town Assembly
September 2013
Projected Budget For Fiscal Year March 25, 2014 to 2015

		2014-2015	2013-2014	2012-2013	2011-2012	
Municipal Street Aid		\$16,731.00	\$15,000.00	\$16,883.00	\$14,116.00	63
						64
Buzz Ware Village Center	17					65
Operational expenses		\$25,200.00	\$29,000.00	\$24,108.00	\$31,948.00	66
Village of Arden matching donation	18	\$2,000.00	\$0.00	\$4,640.00	\$7,000.00	67
						68
Town Expenses						69
Secretary	19	\$5,252.00	\$5,252.00	\$5,252.00	\$5,252.00	70
Treasurer	19	\$5,252.00	\$5,252.00	\$5,252.00	\$5,252.00	71
Town Payroll Taxes	19	\$1,680.00	\$1,680.00	\$540.00	\$1,680.00	72
						73
SUBTOTAL TOWN NON-BUDGET EXPENSES		\$143,091.00	\$163,160.00	\$148,947.00	\$165,924.00	74
						75
						76
	NOTE	Budget	Appropriated	Actual	Actual	77
						78
BUDGET EXPENSES						79
Advisory	20	\$200.00	\$200.00	\$0.00	\$200.00	80
Archives	20	\$1,440.00	\$1,440.00	\$1,428.00	\$1,440.00	81
Assessors	20	\$50.00	\$50.00	\$0.00	\$50.00	82
Budget	20	\$75.00	\$75.00	\$0.00		83
Village of Arden Support - Buzzware Village Center	21	\$5,000.00	\$7,000.00	\$4,640.00		84
Civic Committee						85
Roads, Commons, Snow plowing	22	\$54,500.00	\$54,500.00	\$52,106.00	\$51,250.00	86
						87
Community Planning	22	\$1,000.00	\$1,000.00	\$115.00	\$1,000.00	88
Forests	22	\$6,000.00	\$6,000.00	\$5,749.00	\$5,000.00	89
Playground	23	\$3,000.00	\$900.00	\$2,760.00	\$3,000.00	90
Registration	24	\$200.00	\$200.00	\$0.00	\$1,000.00	91
						92
Safety Committee						93
Safety - General	24	\$1,000.00	\$1,000.00	\$68.00	\$1,000.00	94
Harvey Road Speed Enforcement	24	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	95
						96
Donations						97
ACRA	25	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	98
Arden Page	25	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	99
Arden Library	25	\$800.00	\$800.00	\$800.00	\$800.00	100
Fire Companies	25	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	101
Arden Club	25	\$500.00	\$500.00	\$500.00		102
						103
Capital & Repair Fund	26	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	104
						105
Contingencies	27	\$10,000.00	\$10,000.00	\$0.00	\$9,500.00	106
						107
SUBTOTAL BUDGET EXPENSES		\$89,365.00	\$99,265.00	\$82,766.00	\$89,840.00	108
						109
TOTAL TOWN EXPENSES		\$232,456.00	\$262,425.00	\$231,713.00	\$255,764.00	110

Arden Budget Notes FY 2014-2015

Overall- The amounts shown in the column for fiscal year 2013-2014 are those **exact** amounts as approved by referendum and do not reflect expected changes during the current fiscal year.

Trustee's Income

1. Land Rent- Based on Assessor's report from June 2013 Town Meeting.
2. Interest and other income from the following sources:
Investment Income 9,500
3. Trustee's Prudent Reserve- The reserve is expected to be \$151,000.00 at the start of the 2014-2015 fiscal year.

Trustee's Expenses

4. New Castle County taxes are expected to rise in 2014 based on 2013 tax bill.
5. School Taxes are expected to be \$370,000.00 for 2014 fiscal year.
6. Trustee's Administration expense estimate

Audit-	\$4,000
Insurance-	\$10,000
Legal-	\$5,000
Operations & fees	\$2,000
Office rent	\$2,400
Payroll taxes	\$1,000
Salaries	\$8,000

Town Income

7. We expect to receive Municipal Street Aid in the amount of \$16,731 for fiscal 2014-2015
8. Cable ROW & Antenna ROW income is an estimate only.
9. Town Investment Income- Estimated to be \$480.00
10. Buzz Ware Village Center Income
11. Donations from Ardentown and Ardencroft will go towards the BWVC renovation fund

-
12. Town's Prudent Reserve- \$25000

Town Non-Budget Expenses

13. Trash & Recycle estimated to be reduced vs 2013-2014
14. Operations & Fees
15. Payment for Avery Property- Sherwood Forest
16. Municipal Street Aid expenditures – offsetting income.
17. Buzz Ware Village Budget expenses
Operational Expenses- \$25,200 (offsetting income)
18. Arden Donation to BWVC renovation fund matching other Ardens.
19. No change for Secretary, Treasurer, or payroll taxes.
20. No change in budget amounts for Advisory, Archives, Assessors, or Budget. Civic, Community Planning, or Forest.
21. Village of Arden Support for Buzz. To be used only in case of Budget shortfall.
22. No change in budget amounts for Civic, Community Planning, or Forest.
23. Playground increase of \$2100 from 2013-2014. Represents a return to previous standard. Required for mulch and general upkeep.
24. No increase Registration, or Safety.
25. No change in donations.
26. Capital, Maintenance, and Repair Fund – Fully funded in previous year. No need to collect additional funding until money is utilized.
27. Contingencies unchanged at \$10,000

NOTES

