Next Town Assembly

Village of Arden
Monday, January 26, 1998
7:30 p.m.
Arden Gild Hall

AGENDA

- Reports and initial nominations from all standing committees
- Budget Committee request that standing committees prepare written 3-year budget forecast by the end of January 1998.
- Civic Committee will offer traffic calming ideas for the intersection at Millers Road, Walnut and Lower Lanes
- Ordinance 12 annual discussion and vote

SPECIAL NOTICE
Arden Assessors Public Meeting
Thursday, Jan. 29 • 8:00 p.m.
Buzz Ware Village Center
The Highway, Arden

This is an opportunity to present your views, concerns, questions or pertinent information before the Assessors begin their deliberations on the full rental value of Arden leaseholds and set land rent rates for 1999–2000.
(**Please note:** Additional public hearings are scheduled for May 6 and June 2, 1998)

September 22, 1997 Town Assembly for the Village of Arden
Gild Hall • Arden, Delaware

Present:
Gail Rinehart
Ken Lipstein
Judy Butler
Jannie Stearns
Bill Press
Lou Bean
Helen (Cookie) Ohlson
Maria Masci Walker
Frank Akutowicz
Robert Montejo
Denis O'Regan
Betty O'Regan
Leon Tanzer
Jennifer Borders
June Kleban
Dina Blum (NV)
Ruth Bean
Sally Hamburger
John Stevenson
Beverly Barnett
Edward Rohrbach
Chris Demsey
John Demsey
Irene O'Connor
Carl Falco
Mark Zylkin
Larry Walker
Peggy Aumack
E. Clesha [?]
Rick Reynolds
Enno Krebbers (NV)
Phil Fisher]
June Taylor
Tim Colgan
Rae Gerstine
Wayne Smith (NV-State Rep.)
Rich Bloom
Jim Parks (NV)
Jean Brachman
Bernie Brachman
Aaron Hamburger
Sharon Kleban
Marcia Jones
Alton Dahl
Heidi Hoegger
Alex Scala
Rodney Jester
Elizabeth Varley
Jan Westerhouse
Tom Wheeler
Mark Taylor
Sadie Somerville
David Clark (NV)
Steven Threefoot
Elaine Schmerling
Thomas Colgan
Mike Curtis
Joan Zylkin
Rachel Grier
Marianne B. Cinaglia
Connee Wright McKinney

1. **Meeting called to order:** It was established that we had a quorum and Town Assembly chairperson Bill Press called the meeting to order .
2. **Safety Committee:** Due to the level of concern about a particular issue, chairperson Tim Colgan was given permission to give his committee's report early.

   1) There have been many rumors around town about a convicted sex offender living in our community. I have accurate information about the person and feel it is the obligation of the committee to inform the village as to the general facts regarding the case so we can be properly vigilant. The facts I am about to give you are the only facts I know. I would hope anyone here commenting after me would also do so based on fact so we do not continue to spread false stories and also in deference to the constitutional rights of this individual. All information I am about to say is in the public record and is available to anyone.

   - This man was arrested 2/15/96 and convicted 7/29/96 for two counts of "offensive touching" involving a female minor. The girl was a daughter of a woman he knew.
   - One incident occurred when she was 13, one when she was 17.
   - The man resides in Ardencroft, he is white, 49 years old, brown hair, green eyes, 198 pounds.
   - He did not spend any time in jail for this offense.
   - His case number is 96002000139.

   At this time, we ask Rep. Wayne Smith if he wants to add anything to this discussion.

   Submitted by Tim Colgan, chairperson

   Response by Rep. Wayne Smith: In accordance with the provisions of Megan's Law and since this was a Tier 2 offender (history of touching), teachers at Forwood Elementary and daycare centers are informed if such a sex offender moves into the area. County police have jurisdiction.

2) Guest Kate Bartolo, Town Watch Coordinator, encouraged us to sign up for Town Watch duty. Between June 23–Sept 30, 32 patrols were scheduled with 8 cancellations that were filled by stand-by patrols. A total of 26 patrols were completed. Twenty-two new members of Town Watch have signed up. Expensive repairs were necessary to the roof of BWVC because of vandalism. New signs for the patrol cars are available.

Discussion: How long are patrols? Most patrols are 2 hours. We need a hand-held phone. If there are violations of parking from Papa Johns' patrons, please let her know.

Report approved.

3. **Agenda Clarification:** Alton Dahl, new Arden Building and Loan president, updated us on the annual meeting and new officers elected. B&L would like to double the amount of money currently invested (another $500,000) and also accept irregular deposits.

   Guest: Skip Daley, Robert S. Weiner aide, asked to be informed of any constitutent concerns.

4. **Minutes:** Minutes approved.

5. **Trustees' Report**

   (1) For those who missed the Crossroads section of the *News Journal* on this past Thursday, you might appreciate hearing that the Superior Court of Delaware rendered a decision in favor of the Single Tax Theory as a valid method of taxation for the Village of Ardencroft in their lawsuit against one of their leaseholders. While the case can still go to appeal, we consider this to be a noteworthy event as it is the first legal decision relevant to Arden's method of collecting the New Castle County Real Estate Taxes and reaffirms the Single Tax system as being right for our village. Specifically, Judge Herlihy said the present practice "is as consistent with Henry George's Single Tax Theory as you can get in 1997."

   (2) Next Monday, the 29th, we will be paying our New Castle County Taxes. The total assessed value for Arden is $13,899,700.00, with the leases assessed at $3,955,400.00 and the improvements at $9,944,300.00. With a tax rate of 1.4255 per $100 of assessed value, our payments are as follows:

   New Castle County Taxes: ..... $ 53,185.98
   Local School Taxes: $136,590.90
   Rebates (sr. citizens and disability) .... $ 7,484.28
   Total tax obligation of just over $197,000.00

   (3) Our audit from the past fiscal year remains open. We are still waiting for a response from the State on the missing $5400 relating to a State grant of $6,000 to the Civic Committee. Failure to finalize this issue is the result of a variety of intermittent factors and I anticipate resolution within the next couple of weeks

   (4) You will note on the budget format that we have changed the label of the Trustee Miscellaneous account to Operations and Fees. We feel this more accurately reflects the actual expenditure items.

   (5) We have submitted a budget of $36,936.00 for the '98–'99 fiscal year. This is well above the totals for recent fiscal years, anticipating higher than normal legal expenses and the additional costs of running the new office. We also have added what is known as a Public Officials Liability package to our insurance, the purpose of which is to protect us when someone or entity from outside Arden disagrees with some course of action we choose to follow and tries to sue us. Simple example: the tree in Sherwood Forest bordering Buckingham Green that the landowner felt was a threat to his house. We took it down to avoid a future problem. Now a committee, a town officer, trustee or some other volunteer acting in an official capacity is free to function without worry of undue recourse. We felt this was a wise step to take considering the increasing amount of activity and involve-

ment of the Village in the wider-community affairs of New Castle County.

(6) The Buckingham Green suit continues much as before - slow and steady.

(7) As many of you know, DelDot has found itself in a bit of a mess over what some people perceive to be excessive holdings of real estate and questionable management practices related to those lands. One of the land parcels involved is the 28 acres adjacent to the Harvey Road 1-95 interchange, specifically that land between 1-95 and the railroad tracks and bordering Ardentown. Marianne Cinaglia began chasing the pertinent facts with DNREC, the trustees and directors of Ardentown and Ardencroft, and a few people/committees in town with the obvious thought that we, as a Village, may wish to consider securing that land as an additional piece of common ground, thereby preserving it from possible development, etc. We looked into the cost factor—both immediate and long- term, the liability factor and costs, the maintenance factor—cost and oversight, and the process we would need to go through to own it. DNREC was looking into how it might help. We have been waiting for a final letter from DNREC indicating how this transfer would take place should the Village decide to add this land mass to our holdings. The letter arrived this past Friday. There would be some obvious impact on our budget but it does not appear to be unreasonably high. Our suggestion is that initial discussion take place tonight, followed by a special town meeting sometime later this fall. It would also warrant the need for a referendum which conveniently could go out with the assessors and budget referendums in late October.

Respectfully submitted, Gail Rinehart, trustee

Discussion: A resident stated that the possible land transfer is an excellent way to protect the area from being degraded by dumping and offers protection as well to the woodlands, watershed, and from possible future use by DelDot for northbound entrance ramps to I-95; we need parcels A & B. We should tie any acquisition of parcel B with access from parcel A. Response from trustee: For legal reasons, Ardentown is not able to acquire common land and reduce the tax burden. Ardencroft does not seem interested. Insurance costs are $26/acre for undeveloped land. Is land-locked. Civic Committee would have oversight initially. Survey would be needed. The intent of the transfer would be for its use as common land. Is a special town meeting necessary if the process has to move ahead quickly?

Sense of meeting: Move that the Village of Arden and its trustees proceed with discussions with state agencies of Delaware to acquire property as described in letter 9/16/97 from state of Delaware regarding Tax Parcel 06-070.00-001, and, that at an appropriate time, schedule a special town meeting.

Report approved.

Expenditures

Village of Arden

Expenditures Against Budget March 25, 1997 to August 31, 1997 and Presented to Town Assembly on September 22, 1997

Budget Item	Budgeted Amount	Expenditures F.Y. to Date	Expenditures Since Last Report
Committees:			
Archives	3,780.00	1,700.80	1,336.80
Buzz Ware Village Center	(a) 25,475.00	300.00	300.00
Civic: Commons & Forest	13,000.00	8,106.53	3,786.76
Civic: Roads	14,000.00	2,513.97	126.97
Civic: Special Clean-Up	2,000.00	2,071.51	0.00
Civic: Trash Collection	33,000.00	13,427.79	8,120.05
Civic: Grants	6,000.00	0.00	0.00
Community Planning	(b) 4,500.00	(c) 4,401.80	132.00
Legislative Reference	300.00	0.00	0.00
Playground	1,300.00	642.40	630.00
Registration	3,100.00	1,034.77	453.96
Safety: General	900.00	243.85	222.45
Safety: Town Watch Coordinator	2,220.00	925.00	555.00
Welcome Hither	250.00	0.00	0.00
Salaries:			
Assembly Secretary	5,106.00	1,935.00	1,161.00
Assembly Treasurer	2,086.00	0.00	0.00
Other Line Items:			
Donations: ACRA	700.00	700.00	0.00
Donations: Arden Library	400.00	400.00	0.00
Donations: Arden Page	1,000.00	1,000.00	0.00
Donations: Fire Companies	850.00	850.00	0.00
Gild Hall Rental	650.00	650.00	0.00
Telephone	360.00	96.14	64.14
Contingencies	2,000.00	0.00	0.00
Items Not Subject to Referenda			
Memorial Garden Fund		424.58	143.00
Taxes: New Castle Co. Prop.	56,600.00	113.36	0.00
Taxes: School	146,500.00	289.54	0.00
Administrative: Auditing	3,000.00	3,800.00	3,800.00
Administrative: Insurance	6,000.00	4,888.00	4,888.00
Administrative: Legal	2,000.00	0.00	0.00
Administrative: Office Rent	2,100.00	875.00	525.00
Administrative: Operations/Fees	6,000.00	3,980.67	(d) 1,640.30
Administrative: Payroll Taxes	2,000.00	1,460.10	883.23
Administrative: Salary Ad. Asst.	8,736.00	3,640.00	2,184.00
Less Accrued Taxes		(554.82)	(352.14)
TOTAL	355,915.00	59,915.98	30,600.52

Notes:

(a) BWVC funds are designated as follows: General-$475.00; Ceiling-$3,000.00; Renovation Project Matching Grant Funds-$22,000.00.

(b) Community Planning funds are designated as follows: General-$1,500.00; Matching Funds-Urban Forestry Grant-$3,000.00.

(c) Includes $4,050.00 expenditure for Urban Forestry Grant; $132.00 expenditure for Traffic Calming Grant; $219.80 in general funds.

(d) Includes Village authorized expenditure for Village Treasurer work done by Trustee Administrative Assistant.

Receipts

Village of Arden

Receipts and Bank Balances March 25, 1997 to August 31, 1997
Presented to Town Assembly on September 22, 1997

Balance in Bank March 25, 1997			$201,479.83
Receipts:			
Grants		2,517.70	
Interest & Dividends		8,554.60	
Land Rent:			
Past Fiscal Year(s)		7,794.52	
Present Fiscal Year		108,437.80	
Future Fiscal Year(s)		0.00	
Meadow Lane Access Rent		513.96	
Memorial Garden Donations		743.00	
Miscellaneous		907.25	
Rights of Way:			
Cable TV		0.00	
Roads		3,696.00	
SUBTOTAL Receipts		133,164.83	
Redeemed Investments	+	50,000.00	
New Investments	-	280,000.00	
TOTAL RECEIPTS		(96,835.17)	
Receipts & Starting Bank Balance			104,644.66
Expenditures Against Budget		-	59,915.98
Balance in Bank as of August 31, 1997			44,728.68

NOTE: Investment Position

Arden Building and Loan	15,000.00
Bank Instruments	320,000.00
Other	0.00
TOTAL Investment Position	335,000.00

Signatures:

Trustee: Gail M. Rinehart **Admin. Assist.:** Elizabeth A Varley

Letter from State regarding Parcel B (Page 1)

STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES
& ENVIRONMENTAL CONTROL
DIVISION OF PARKS & RECREATION
89 KINGS HIGHWAY
P.O. BOX 1401
DOVER, DELAWARE 19903

September 16, 1997

A. Temple Carter
Department of Transportation
Division of Preconstruction
Real Estate Section
P.O. Box 778
Dover, Delaware 19903

RE: Surplus Right-of-Way: Harvey Road and Interstate 95
Tax Parcel 06-070.00-001

Dear Temple:

First let me apologize for the delay in getting back to you on resolving this surplus property issue. Previously, Rob Line, our Natural Areas Program Manager, contacted you by letter dated June 25, 1997 about this property. As noted in his letter, our Division looked at this property to see if we were interested in receiving it from your Department. The area along the South Branch of Naaman's Creek is of interest to us from the standpoint that is on our Natural Areas Inventory and provides significant buffer and quality habitat along the stream.

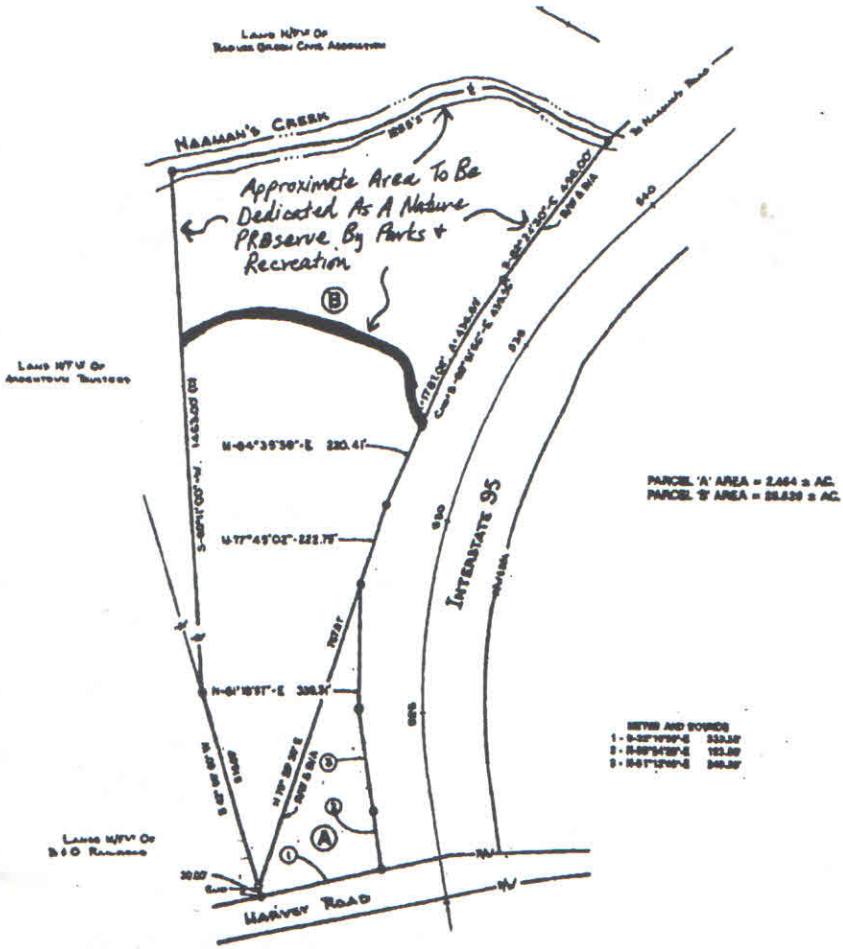
We also have had discussions with the surrounding communities about the future use of this property. The Village of Arden expressed a strong desire to work with your Department and us to provide permanent protection and management of the site. We would like to offer the following as a resolution to the disposition of this land. Please refer to the marked copy of the map you provided our office.

1. Department of Transportation would retain Parcel "A" area; 2.464 acres.

2. The Village of Arden would receive from the Department of Transportation, at no cost, Parcel "B" area; 28.826.

3. Division of Parks and Recreation would dedicate as a nature preserve the appropriate portion of Parcel "B" area; approximately 12 acres.

Letter from State regarding Parcel B (Page 2)



ARION L. REINTZ, HARRY E. RENTZ & ERNEST LODGE VAIL LAND OWNERS NAME		
NEW CASTLE COUNTY	BRANDYWINE HUNDRED	06-070.00-001 TAX PARCEL NO.
64-04-023 CONTRACT NO.	INTERSTATE 95 2(2) CONTRACT TITLE	
42 CONTRACT PARCEL NO.	E-81-043 ROW NUMBER	8/06/97 MAP DATE
SCALE: 1 INCH = 100 FEET / FULL SIZE DWG. IS 22"X 36" PAR 8 1/2" COPIES: SCALE 1:1		NOTED AREA SP
Added Parcels 'A' & 'B' on Jan. 15, 1997		
REVISIONS:	DRAWN BY PHM DATE 13MAR96 PLAT DWG. NO.	- NC 248

STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
P.O. Box 778
DOVER, DELAWARE 19903

RIGHT OF WAY Engineering Section

6. Archives Committee:

Beginning in October, Archives will be open the first and third Sundays from 1 p.m.–3 p.m. We hope that those interested in researching their homes or in learning about Arden history in general will take advantage of these new hours.

Archives also wishes to acknowledge Rae Gerstine for her donation of several books to the collection. Thanks, Rae.

Respectfully submitted, Mark Taylor, chairperson

Report approved.

7. Advisory Committee:

Members of the Advisory Committee met on Sept. 2, 1997. The agenda for the September Town Assembly was discussed. The main points of discussion included:

1. Nomination of candidates for assessors.

2. Resignations from three town committees and need for replacements.

3. Presentation of town budget for fiscal year 1998–1999.

4. BWVC budget proposal and status of rental units. The committee plans a survey of the community in October to determine future directions for the BWVC.

5. Community Planning concerns, including:

   a) Forest stewardship plan

   b) Impact of developments outside of Arden

   c) Landmark status

6. Safety Committee will present plans to develop traffic calming techniques for Sherwood and Millers Roads.

7. Re-examination of Ordinance 12.

Respectfully submitted, Judy Butler, chairperson

Report approved.

8. Assessors:

Chairperson Aaron Hamburger had no report.

Discussion: Voting on rates, not on philosophy. In accepting report, we are voting only on assessment. We use procedure of past so we do not include the report from June. Nominations: Rodney Jester, Alton Dahl, Steve Threefoot, Heidi Hoegger, Bernie Brachman, Carl Falco, Elizabeth Varley, John Stevenson, Ken Lipstein, Alex Scala. Call: Lew Aumack, Peter Renzetti, Walter Borders, George Vernon, Carl Falco, Alan Kleban, Lynn Svenning, Art Stevenson.

Nominations accepted.

9. Auditing:

Chairperson Ken Lipstein informed us that the committee had met to define the job responsibilities of the Treasurer. [Ed: See Treasurer's Report "Old Business" later in minutes].

Report approved.

Proposed Budget 1998–99

PROPOSED BUDGET-FY 1998-98 STARTING MARCH 25, 1997 AND ENDING MARCH 24, 1999

PROPOSED BUDGET - FY 1998-99	1998-1999	1997-1998	1996-1997
INCOME	PROJECTED	PROJECTED	ACTUAL
Land Rent	312,500	309,000	318,863
Delaware Municipal Street Aid	13,000	13,000	13,639
Interest and Other Income	15,000	15,000	21,002
TOTAL INCOME	340,500	337,000	353,504
Reserve	105,238	122,603	94,271
TOTAL FUNDS AVAILABLE	445,738	459,603	447,775
NON-BUDGETABLE EXPENSES			
Property Taxes - County	57,800	56,600	52,342
School	149,500	146,500	145,031
Trustees Administration (See Note 1)	36,936	23,636	32,236
Delaware Municipal Street Aid-Roads	13,000	10,000	9,344
TOTAL NON-BUDGETABLE EXPENSES	257,236	236,736	238,953
BUDGETABLE EXPENSES	PROPOSED	BUDGETED	ACTUAL
Archives (See Note 2)	3,780	3780	3,021
Buzz Ware Village Center	1,000	475	500
Renovaton Project	6,000	3000	756
BWVC Renovation Proj.-Matching Funds (Note 3)		22000	
Civic Committee: Roads	14,000	14000	9,179
Commons & Forests	14,000	13000	12,648
Trash Collection	34,000	33000	31,622
Special Clean-up	2,200	2000	1,627
Community Planning	1,500	1500	200
Urban Forestry Grant-Matching Funds(Note 3)	3,000	3000	
Legislative Reference	300	300	697
Playground	1,350	1300	1,305
Registration	3,100	3100	2,720
Safety-General	900	900	404
Welcome Hither	250	250	122
Salaries: Secretary (See Note 4)	5,214	5108	4,548
Treasurer (See Note 5)	2,139	2086	1,896
Donations: ACRA	700	700	700
Arden Page	1,050	1000	450
Arden Library	400	400	400
Fire Companies (See Note 6)	850	850	850
Gild Hall Rental	650	650	650
Town Telephone	360	360	191
Town Watch Coordinator Salary	2,268	2220	2,172
Centenial Celebration	2,000		
Contingencies	2,000	2000	0
TOTAL BUDGETABLE EXPENSES	103,611	117629	83,498
TOTAL EXPENSES	360,847	354,365	322,451

NOTES:

1. Trustees anticipate in FY 1998-99 spending $10,000 in legal fees in taking action against Buckingham Green Developer.
2. Archives expects to spend $182 monthly for rent to the BWVC for a total of $2,180 for FY 98-99
3. This amount is needed to commit matching funds in a grant proposal, and it is a demonstration of commitment by the Town for the project.
   If the grant is not approved, the funds will be returned to the Town.
4. Secretary's salary will be $4,740, and $474 for payroll taxes and Social Security
5. Treasurer's salary will be $1,944, and $195 for payroll taxes and Social Security
6. Claymont Fire Co. $600, Talleyville Fire Co. $125, Brandywine Hundred Fire Co. $125

The Projected Reserve at the end of the 1997-98 Fiscal Year will be $84,891

10. Budget:

The proposed budget for fiscal year 1997-1998 is presented tonight, and the requests were gathered from various town committees. Most of the requests are similar to those of past years. The Community Planning Committee has applied for the amount of $3,000 to be used as "matching funds" in a grant application. For that committees' applications to merit serious consideration, matching funds must be committed by the applying organization, and the line item is included. The anticipated grant will at least be equal to the "matching funds" from the Town, which will allow the Town to multiply the effect of its financial contributions. In the event that the grant money is not received, the "matching funds" will be returned to the Town to be included in the Reserve.

In past years, most of the committees had made a verbal request for budget funds, while other committees had submitted written requests. In the future, this Committee would like to receive written requests because:

a. It will ensure that the Budget Committee is working with accurate figures.

b. All committees will have a written record of their request for funds.

c. There will be uniformity in the submissions to the Budget Committee.

The Committee will look into establishing a simple format for making a budget request, and this might be used as a part of the Three Year Budget Projection process in March.

The Proposed Budget is in the white part of the Report, and that is the part that the Town Assembly will consider. The shaded areas provide additional financial information and projections that can assist people in making their decision on approving the Budget.

Submitted by, Larry C. Walker, chairman

Discussion: Has the committee met to elect a chairperson? Amount of $22,000 from BWVC will revert to reserve since they are not spending it. Projected reserve should be $6000 more. Playground needs woodchips ($1550).

Motion: Adjust Playground budget for purchase of chips.

Motion approved.

Report approved.

11. BWVC:

The center has been well used over the summer. Hand-in-Hand is a year round day care, while ACRA entertained and edified children of the Ardens with an intense program during the month of July. The YMCA aftercare program started with school's opening in Sept.

The Committee is very concerned that the town get the best possible use of the building.

We are refining a survey based on ideas presented at the last town meeting. The purpose is to plumb support for programs and activities in the town, and within the Ardens. We hope to distribute the survey in early October . Lee Smith, a local architect, has agreed to help us develop a master plan for the center to implement what we learn. Hopefully, this will be available for comment by the January meeting.

The request for renovation moneys is based on the knowledge that the center needs to be upgraded, and assumption that we will need to be self financing. New steel doors grace the NE exit of the Buzz Ware, representing the major maintenance item addressed by the committee so far this year. The town authorized us to spend up to $3000. We will pay the $2300 actually needed out of our reserve fund.

We have deferred a vote requested on the agenda regarding ceiling replacement funds already authorized subject to the survey results.

The committee has requested an increase in the line item labeled 'programs' to allow us to make the center more comfortable for community use. Again, subject to a master plan, little things like comfortable seating will make a big difference. We will be screening 'The English Patient' Saturday night October 4 after the initial Club community dinner in Lower Gild Hall.

Of course, this Friday, the 26th, is the annual campfire co-sponsored by BWVC, the Club, and ACRA. I am told that it's a children's event, but, if you'd like to toast a marshmallow and listen to scary stories, we won't be checking ID's.

Buzz Ware Village Center Proposed Budget 3/25/98–3/24/99

The Buzz Ware Village Center depends on two sources of funding to meet annual obligations. (1) The BWVC Operating Budget, a separate account, controls the revenues and associated expenditures relating to the daily operation and maintenance of the Center; (2) The Town Assembly budget provides for administrative expenses and town authorized special needs.

BWVC Operating Budget

REVENUES
Rental fees
ACRA ..... $ 350.
Archives ..... 2100.
Hand in Hand ..... 15210.
YMCA ..... 3300.
Other ..... 500.
Total Revenues: ..... $21,460.

EXPENDITURES
Custodial:
Salary $4800.
Taxes 444.
$ 5244.
Maintenance ..... 10000.
Utilities ..... 3913.
Total Expenditures ..... $19,156.
Balance 3/24/99 ..... $ 2,304. [Ed: corrected from $4,304]

Town Assembly Budget

Programming ... $1000.
Renovation ..... 6000.
$7000.

Reserve Account balance 8/31/97: $11,443.53

Submitted by Tom Wheeler, chairperson

Discussion: When annual budget is submitted, could committee include last year's figures as a basis of comparison? Shouldn't we sign this lease now. Lease is up in December. Sign it as soon as possible. They have been good tenants and cooperated with the community. If no tenants, those operating costs need to be reflected in the March 1999 Referendum Budget. Archives is in a planning dilemma since loss of house that was to be donated for Archives use.

Response: Survey will go out in October. Question will be: do we want to be in the landlord business? We are obligated to Hand-in Hand to give one year's notice no matter what we decide.

Report approved.

12. Civic:

On September 13, eighty-nine trees were planted along the edge of Sherwood Forest behind Sunset Farms and Ardencroft. Twenty-two people assisted with special thanks to Scout Troop 67 and Rick and Sue Rothrock.

Contract for Fire Lane was awarded to Rich Cropper. Road will be repaired this fall.

Representative from Civic met with Shakespeare Gild. Date of October 18 at 10 a.m. was set to clear Patro's Path.

Bid Request's have been sent to 8 contractors for road repairs. Bids will be taken for work to be done this year. This will give us a list of contractors so we may have competitive bidding in the future.

Commons will be aerated in the fall around September/October.

Curbstones will be raised along the green on Green lane up Cherry to possibly all the way to Cherry and Inn. November date is set for the work.

Rick Rothrock is getting a price on a bronze plaque for stone to be placed at the Walt Whitman grove with a verse from "When Lilacs Last in the Dooryard Bloom."

Lou Bean will be temporarily stepping down as chairperson of Civic. A replacement will be chosen.

Thank you. Rodney Jester, committee member

Report approved.

12. Community Planning Committee:

A. Physical future of the Village-Long range plan for communal lands.

1. Open Space

Phase 1 of the long range plan, an assessment for the Greens and Memorial Garden has been completed, and the $4500 match has been accrued and submitted. As we begin Phase 2, the Delaware Urban Forester encouraged Arden to submit another application for next year. We have done so, focusing on the Sherwood Green, preliminary recommendations for improvements. Lynda Kolski will coordinate this effort.

2. Forests

We submitted a second 1998 grant application to Urban Forestry for a Forest Stewardship Plan. Data has already been collect by an ardent group of volunteers. The grant would hire a professional forester to work with the community to develop a sustainable, do-able tradition of informed surveillance of our woodland.

Community Planning Committee is pleased to have the co-sponsorship of Civic Committee for both of these grant proposals.

3. Memorial Garden

This Committee supports the re-nomination of Ruth Bean as Chair of the Memorial Garden, plus her recommendation for case-by-case approval of burial of cremains of a non-resident spouse with a resident under one stone. Ruth Bean will report in detail on that matter.

4. Streets and Streetsides

This Committee supports the interest of Safety, Centennial, and the Watershed Association to create a traffic calming device on Millers Road, both to deal with current speeding problems and to minimize Millers Road as an alternate route to Harvey. There is interest in creating a traffic circle, perhaps in the form of a rain garden and centennial marker, at the intersection of Millers, Lower Lane, and Walnut.

Community Planning continued from previous page

B. Physical future of the Village-Impact from outside Arden.

1. Traffic Calming

An informal newsletter on traffic calming was distributed this summer to residents of Harvey Road and those who have been active in the effort.

Five residents attended the American Planning Association workshop on traffic calming on July 8 in Delaware City. We heard the ideas of another traffic consultant, and learned more about the difficulties we will face as we implement traffic calming on Harvey Road, particularly federal highway standards and guidelines.

Using the ideas of various consultants, Steve Harcourt created a first draft of how traffic calming devices might work on Harvey Road. He submitted that draft to the engineering committee.

I'd like to introduce the chair of the Traffic Calming Engineering Committee, Enno Krebbers, who lives in Ardentown.

2. Papa Johns Pizza.

Pizzas are being sold, and traffic is more congested as a result. Members of this committee are monitoring the situation for code violations, and speaking to elected officials in an effort to reduce the traffic impact.

3. Forest Gate, Balleymeade II, and Harry's Savoy Grill.

Construction can begin. Please monitor the building site for storm water violations such as breaches in the silt fence. If you observe violations, call the NCC Complaints number 366-7777, and DNREC's Environmental Protection Officer Kurt Reuther 1-800-662-8802.

4. Naamans Creek Watershed

We support Marianne Cinaglia's effort to create 5-7 demonstration rain gardens in the watershed as proposed in the application to EPA.

C. Cultural Future of the Village

1. Landmark Quest

The Landmark Quest will focus on the inventory of Ardentown and Ardencroft which is necessary for these villages to be Listed on the National Historic Register, their first step toward Landmark status. Please join us any Sunday in October to be trained by Historian Robin Bodo and conduct the necessary inventory of physical features of the villages. We will meet in Ardentown at the Petitt Green, Orchard and Loreley Roads, at 9:00 AM.

This October the annual National Trust for Historic Preservation conference theme is "Living in Cultural Landscapes." I will attend at my own expense. To make my time there more productive, I request input from the community on preservation issues.

I am working with the American Planning Association-Delaware Chapter to nominate the three Ardens for an award as a National Historic Planning Landmark. This award recognizes Arden's Garden City Design plan from 1900, Ardentown's grid plan from 1922, and Ardencroft's cul-de-sac plan from 1950. What is of interest is the difference made by land use plans on the cultures of the three villages in the context of our unifying founding principals and pedestrian overlay.

2. Arts and Artisans

Mary Marconi convened the Arden Artists Advisory Council in August. Many points of view are being put forward, and a lively discussion has begun. Another meeting is scheduled for tomorrow night, September 23 at the BWVC, 7:30 PM. The Committee is collecting names of local artists and artisans, and of people interested in the Ardens' artistic heritage and willing to participate in focus group discussions on the topic.

Community Planning continued from previous page

3. At the last Town Meeting, this Committee supported the retention of the Arden Building and Loan as a community institution. This has been accomplished. Next we must see what amounts of money we are personally prepared to invest to see our ideas for its future become reality. For more information, see the September PAGE or talk to any board members.

4. This Committee supported the creation of a one-page brochure describing the Ardens which was distributed at the Arden Fair.

D. Election of a committee member to replace Larry Strange for the remainder of the term which expires in March 1999. The nominees are Steven Harcourt, Jan Westerhouse, and Marc Schule.

Submitted by Beverly Barnett, chairperson

Traffic Calming report

As part of Beverly Barnett's report, Enno Krebbers of Ardentown presented a brief update on the efforts of the traffic calming group. The objective is to reduce speed and volumes on Harvey Road, to enhance safety and preserve the unique character of the Ardens, and to avoid the splitting of the communities. The engineering committee of the group is pursuing a traffic calming approach. The principles and methods of traffic calming were outlined; these were previously presented in the Page. A $25,000 grant for a traffic calming design has been obtained from the state. After consulting Wilmapco (a regional planning council) proposals for that design study were solicited. Two such proposals have been obtained; advertisements have been placed with the aim of obtaining one or two more. The proposals combine landscaping and traffic engineering expertise. The committee and other members of the working group will interview representatives of the firms to determine which is most likely to create a plan which meets technical objectives while working with the Ardens to ensure that the plan reflects local character. Several of those attending the meeting discussed the problems of Harvey Road and particular incidents; time precluded extensive discussion of how traffic calming might address these.

Regards, Enno Krebbers

The Memorial Garden of the Village of Arden Rules

The Memorial Garden, started in 1937, is Arden's private cemetery, located on the south side of Harvey Road next to the old Grubb burying ground. The Community Planning Committee administers the Memorial Garden through an appointed volunteer Memorial Garden Representative.

Eligibility

- Residents of the Village of Arden are eligible for burial in the Memorial Garden.
- *Former residents of Arden may be considered for burial on a case-by-case basis*

[Ed: See next page for proposed change in above wording]

- Residency is determined by the current Registration Committee criteria.

Application for site

- Survivors may apply through the Memorial Garden Representative for a site in accordance with the long term plans for the Garden and the survivor's agreement to abide by the rules governing the Garden.

Community Planning continued from previous page

• Burial of ashes is encouraged, given the space limitations of the Memorial Garden, but whole body burials can be accepted. Plots for ashes are a maximum of 2 feet by 2 feet while whole body plots conform to the size of the coffin.

• All final decisions on burial applications will be made by the Memorial Garden Representative with the concurrence of the Community Planning Committee.

• Copies of these rules will be furnished to the survivor at the time of site selection. A copy also will be furnished to the funeral director involved.

Burial

Before excavation, the funeral director or survivor(s) must make detailed arrangement with the Memorial Garden Representative:

• Any damage done to other grave sites or to the garden in general must be repaired immediately and must be approved by the Representative.

• If a coffin is used, a concrete vault must be provided to meet New Castle County code.

• A firmly embedded, flush-mounted marker must be provided for each grave. A temporary marker may be provided by the funeral director or the Garden Representative. Pre-planning of burials may be arranged with the Garden Representative. Specific sites may not be reserved, but consideration will be given to area preferences.

Decorations

• No artificial flowers or unauthorized permanent plantings are allowed.

• Grave decorations must be removed promptly by the donor when no longer attractive.

• Routine mowing and pruning of the Memorial Garden is handled by the Arden Civic Committee.

• Maintenance of individual graves is done by survivors and volunteers.

Fees and donations

There is no charge for burial sites. Donations are appreciated for the maintenance and improvement of the Garden. Please make checks payable to the Arden Memorial Garden Fund, and send them to the Garden Representative listed below.

Memorial Garden Representative, Ruth Bean 475-6140
Back-up Representative, Leon Tanzer 475-8840

Submitted by Ruth Bean, Memorial Garden representative

Proposed Addition to Memorial Garden rules on eligibility

Existing section on eligibility, addition is written in italics [Ed: on previous page].

Motion: I move that the following text concerning eligibility be added to the rules of the Memorial Garden of the Village of Arden as revised 2/9/94.

Non-resident spouses, next of kin of residents, or eligible former residents, may have their ashes buried in the same grave site as the original eligible resident.
Eligibility will be decided on a case-by-case basis as above.

Motion tabled.

All Community Planning Reports approved.

14. Legislative Reference:

In order to devote himself to other village duties, Hugh Roberts has decided to resign from the committee. We are grateful to Hugh for all his work and wish him well.

Hugh has given me all materials pertaining to the Leg. Ref. Committee and has offered his expertise when needed. The updated Handbook pages, showing new committee chairs, are completed and will be distributed in the near future.

Maria Walker has offered to fill the committee position vacated by Hugh Roberts. Are there any other nominations?

Please keep us updated on new residents so we can give them copies of the Arden Handbook.

Submitted by John Stevenson, chairperson

Report approved.

15. Playground committee

I. Sue Rothrock, our contract painter, has nearly completed her work for this year. Her main projects have been the sliding boards on the Sherwood and Arden Greens. These were sanded, scraped, painted with a purple primer to slow rust formation, sealed with a plastic-like bead along the edge of the slide to keep out moisture and then repainted with several coats of beautiful red paint (Sherwood Green) or rich dark green (Arden Green). Due to budget restrictions, much of the painting will have to be finished next year. But when it is done, it is important that it be done right, the way Sue is doing it.

2. All the playground equipment areas have been newly covered with hardwood playground chips. Next year Arden Greens can be skipped but the Sherwood Green, being larger, will need another coating. Also in our Sept. inspection it was decided that the school playground will require two twelve cubic yard shipments . One we can squeeze out of our budget, the other we will need to increase our proposed budget by $200.00 or get it from another source.

3. We have received a letter of resignation from Tom Hornung. He has opened his own insurance business which demands his full attention.

For the Committee, Richard L. Bloom

Report approved.

16. Registration Committee

The Registration Committee will be mailing 389 assessors and budget ballots on October 7. An article was posted to the Arden Page about the upcoming election and contact information, and stressed the importance of signing the voter verification envelope so returns can be counted.

Election night is Tuesday, October 28, 7:30 at Buzz Ware Village Center. Ballots are accepted up until the moment we begin counting.

Respectfully submitted, Sharon Kleban, chairperson

Report approved.

17. Welcome Hither: Chairperson Jannie Stearns reported that to date 143 packets have been prepared and one is ready to be delivered.

Report approved.

18. Centennial Committee Minutes

The Centennial Committee continues to be very active. We received three ideas from residents in response to our request for their input. Those ideas are being discussed and incorporated into the overall plan.

The committee agreed to put together a year-long calendar of events for the centennial year that should be ready for distribution prior to January 1, 2000. In order to design, coordinate events, print and put together this calendar, we need to have all submissions for events by December 31, 1997. That includes all regular events, such as Arden Fair, special Shakespeare productions, anything that gilds, committees or groups would like listed on the calendar. We encourage all committees, gilds, etc. to contribute in some way. We hope to have a list of events and dates for scheduling purposes only done by the January town meeting.

Some events that there are commitments for include:

Open January town meeting

Arden exhibit at Delaware Art Museum

Arden book

A Pageant and May Pole Dance

A house tour

Lecture series

Birthday Bash

Monument or memorial of some sort

The committee discussed asking local schools to incorporate some Arden history into their curriculum. This may be difficult to do considering constraints on teachers. Deborah Haskel of Delaware Heritage Commission suggested submissions from high school and middle school students for History Day. Suggestion was made that Arden sponsor its own essay or poster contest for residents.

Submitted by Lynda Kolski, committee member

Report approved.

19. Old Business #1:

Treasurer was asked to draft new job responsiblities. His report follows:

Treasurer's Report

Job Responsibilities For Treasurer of Arden

1. Be accountable for periodic review of the financial affairs of the village of Arden.

2. With input from the auditors, a new audit format will be created that will be easier to use.

3. Be an ex-officio member of the Advisory, Audit, and Budget committees.

4. Continue to work with the ad-hoc treasurer's committee to complete our study of the financial relationships between the village and the trustees.

A. We will be conducting interviews with all committee chairpersons, officers, and trustees in order to clearly delineate the specific roles that we all play in the village finances every day.

B. We will also invite other views from the residents.

Treasurer's Report continued from previous page

5. There will be a treasurer's report at the January, 1998 Advisory and town assembly meetings. At that time, we will make any recommendations that would ease in streamlining the cashflows.

6. I ask at this time that the budgeted salary attached to this office remain in a dormant state until such time that it is changed by the town.

Motion: That the budgetable salary attached to this position remain dormant until changed by way of town meeting vote.

Motion passed.

Report approved.

Old business #2:

Ordinance 12

Vote on Ordinance 12 was postponed because, at this point, we did not have a quorum (35).

20. **Good and Welfare:** Can we alternate the alphabetical order of the reports (like at Advisory which reverses the alphabetical order for reports at each meeting) so that committees who have reports late in the meeting will have quorum and better chance for feedback on important issues for their committees.

Discussion: Will consider changing the procedure.

Meeting adjourned.

Respectfully submitted,

Connee Wright McKinney

Connee Wright McKinney, Arden town secretary

Next meeting:

January 26, 1998 at 7:30 p.m. in the Upper Gild Hall

Village of Arden
2300 Cherry Lane
Arden, DE 19810-4002

Dated material enclosed

- **Notice of Town Meeting with Agenda**
- **Minutes from preceding Town Meeting**
- **Notice of Assessors Public Meeting**

Town meeting is open to the public.

An Arden resident is eligible to vote if over 18 and is a resident for 6 consecutive months prior to meeting.