

Town Meeting Of The Village of Arden
January 25, 2016

January 25, 2016

Town Meeting

Minutes

Next Town Assembly for the Village of Arden
Monday, March 28, 2016
7:30 p.m. - Gild Hall
2119 The Highway
Arden, Delaware

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

All are welcome hither

Please note:

Those attending Town Meetings are eligible to vote if they have resided in the Village of Arden six months prior to the Meeting and are 18 years of age, or older.

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Minutes of the Town Assembly for the Village of Arden
Monday, January 25, 2016
Gild Hall -Arden, DE

MOTIONS PRESENTED

5.0 Visitors

Jeff Politis, Town Assembly Chairman, asked if there was any objection to having Town Assembly meeting videotaped. No objections were raised.

Unanimous consent to allow the Town Assembly to be videotaped

9.0 Advisory

Resolution of Recognition of Danny Schweers

Whereas, Danny Schweers diligently served as The Village of Arden's Town Assembly Chair from 2012-2015,

Whereas, during those years he chaired with an inclusive and caring leadership style which resolved several contentious issues,

Whereas, Danny worked collaboratively with the other chairs of the Ardens over the management of Buzz Ware Village Center, and

Whereas, Danny represented The Village of Arden effectively with both New Castle County and the State of Delaware;

Therefore, the Committees, Officers and Residents of Arden do hereby extend to Danny Schweers its sincere thanks and appreciation for his leadership and contributions as Chair of the Village of Arden.

Resolution Unanimously Accepted

11.5 Community Planning

Motion: Town Assembly approves the waivers of registration fee compliant with Ordinance 15 for both Town leaseholders at 1912 Sherwood Road and 2112 Harvey Road. **Motion Unanimously Accepted.**

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Attendance

Attendees: Sign- In Sheet 50 and two that I know of not signed in Jeff Politis, & Danny Schweers, plus two visitors. 54

Stephen	Harcourt	Dale	Brumbaugh
Albert	Marks	Mick	Fitzharris
Rowan	Harcourt - Brooke	Betty	O'Regan
Barbara	Macklem	Denis	O'Regan
Sadie	Somerville	Marianne	Cinaglia
Gary E	Quinton	Elizabeth	Varley
David	Michelson	Marcia	Scheflen
Ed	Rohrbach	Barbara	Shippy
Julia	McNeil	Ron	Meick
Brooke	Bovard	Jill	Althouse-Wood
David	Scott	Mark	Wood
Chris	Junk	Mike	Curtis
Kate	Sayer	Larry	Walker
Marvin	Sayer	Ray	Seigfried
Bill	Theis	Cookie	Ohlson
Hugh	Roberts	Ron	Ozer
David	Gerbec	Dorinda	Dove
Carol	Larson	Toby	Ridings
Elaine	Hickey	Clay	Ridings
Mary	Murphy	Katrina	Streiff
Steven	Threefoot	Jim	Laurino
David D	Claney	David	Jones
Laura	Wallace	Barbara	Henry
Elizabeth	Resko	Randy	Hoopes
		Grace E	Ressler

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1.0 Call to Order:

Chairman, Jeffrey Politis, called meeting to order at 7:33 P.M.

2.0 Minutes: September 2015 Town Assembly Minutes approved as presented.

3.0 New Residents - David Scott (He used to live in Ardentown for 16 years and left the Ardens for a few years). Danny Bloom is living in the leasehold better known as the “chicken coop”.

4.0 Recognition of Departed - Raymond (Pete) Bowers who lived in the Ardens in the 30s passed in 2010. Helen Vincent (Helen’s husband, Charles, was a well regarded local artist. Helen moved downstate to be closer to her family). George Brockelsby’s father, George, Sr, passed away this month.

5.0 Visitors - Swedish Documentarians - Patrick Witkowsky and Andre Nystrom.

They made a documentary a few years ago which has been released this past May. That documentary was screened at the Buzz Ware Village Center. This summer they became aware of Henry George and liked his ideas. They are exploring the idea of land value, taxation and different ownerships. They are presently in the research and learning phase. The reason they are here is to make a little segment of the film (which may be in final cut or may not be in final cut). They spoke to Mike Curtis about how this town functions and its meetings. They do not want to intrude on the democracy, which is what they are trying to promote. They do not want people to be feeling that they are filming or recording anything that they don’t want to be a part of.

Jeff further added: This was discussed at our Advisory Meeting. In essence we have a public meeting. The question at the Advisory Meeting was how are we to approve or not approve. There was concern that by videotaping somebody may be less inclined to get up and speak. If anybody would object to being filmed, then we would not film the Town Assembly meeting.

Jeff asked the assembly if there was any objection to having Town Assembly meeting videotaped. No objections were raised. There was unanimous consent to allow the Town Assembly to be videotaped.

6.0 Communications: Jeffrey Politis.

Note: The Town Assembly is auto taped.

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

The last several months have been quiet, but there are a few notable things that have gone on.

1. We moved into 2016. Happy New Year to Everyone.

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2. The Village Website has been updated. I have gotten some positive feedback. Please take a look. If there is something that you think needs to be clarified or altered, let me know.
3. I have sent several messages now using the “email alert system”. Hopefully those that are on it agree that it has been useful. If you wish your name to be added to the email list, let me know via email at ardenchair@arden.delaware.gov
4. I have completed and turned in the Local Services Contract with NCC.
5. In an effort to ensure that I am guiding the Village government appropriately, I have attended two events. The first was training about FOIA and ethics put on by the Institute for Public Administration. The second was the Scholars Guild Speaker, Jonathon Jacobs, a parliamentarian who discussed Roberts Rules. I have found that, in general, the Village operations are pretty good in relations to both. Additionally, in an effort to improve the town assembly meeting, the Village officers are considering having Mr. Jacobs give more specific advice on the town meeting.
6. I attended a course on the ADA requirements. Although the course was not comprehensive, it did shed light on some of the requirements for the Village in regard to ADA. This will be an important topic for the community going forward. I have discussed the ADA briefly with community planning and will address the ADA as a whole with the advisory committee during our next retreat.

I would like to ask that when thinking of the ADA, that we as a community take a step back. We should look at the ADA requirements, not as a wedge issue, but rather as an opportunity to ensure the slogan, “you are welcome hither”. I believe that as a community we should remind ourselves that providing access is a part of that slogan.

We still have much to learn about this topic, but it is something that as a village we will tackle appropriately.

7. Lastly, the Forest Committee has put in two proposals for the Pendulum funds. One proposal was for a survey and fencing and the other was for a larger tree survey. The officers have not reviewed the proposals yet and will discuss them in the next advisory meeting as laid out in our process.

Let’s have a respectful and deliberative meeting. Thanks
So submitted
Jeffrey Politis
Town Chair, Village of Arden.

Thanks to Audit for providing refreshments

Questions None

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7.0 Trustee Report - Mike Curtis

The Trustees have several items to report this evening.

Finances: We have copies of the quarterly financial report available tonight. The land rent bills are being prepared and will be mailed the first week of February. Land rent is due March 25, 2016. Mike Curtis prepared the detailed breakdown of the individual land rent bills: Please contact Mike or our assistant, Julia McNeil, if you have any questions about that detailed letter.

The fiscal year of the Trust ends on March 25. Because the computer program used by the accounting firm runs on a month-end basis, no checks are deposited after March 24 at noon. Any land rent checks received after that time will not be deposited until the first week of April.

2101 Marsh Road: The house has been demolished. The Trustees are currently working with a buyer regarding the development of the leasehold.

There have been no transfers since the September meeting.

Respectfully submitted,

Mike Curtis

Mike Curtis, Arden Trustee

Trustees Financial Report following minutes in Attachment section.

Questions:

Clarification about the lots.

Two lots created in the 1950s and no house was erected on second lot. They are very narrow lots. The Trustees believe it would not be a good idea to have two houses facing Marsh Rd. The plan is to have the lots reconfigured (10,000 sq ft lot facing the fire lane and the other 16,000 sq ft would be on the corner of Marsh and the fire lane). So whoever erects a house there will have a buffer from Marsh Rd. Once the lots are reconfigured the Trustees will sell the lots.

8.0 Treasurer Report - David Michelson

David reviewed statement of Financial Position as of January 25, 2016 (copy attachment section following minutes), Statement of Financial Activity as of January 25, 2016 and Special Funds as of January 25, 2016..

Footnotes to the Financials January 25, 2016

The Village probably won't spend the \$5,000 budgeted to cover any Buzz deficits.

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The Village probably won't spend the \$10,000 contingency fund.

The Village probably won't spend all the budgeted administrative funds.

The Village will be on budget for wages & payroll taxes, debt service and trash service.

The Capital Maintenance fund was tapped for \$3,000 which was for paving work in front of the Buzz.

A new fund was set up to capture the fundraising for the Labyrinth donations.

The Buzz Ware was showing a surplus and is expected to show a surplus by fiscal year end.

Sixty five hundred of the Lecture Series funds were used to pay for the public artwork named Arden Oculus.

Ten thousand five hundred dollars was paid to Cropper Company for construction of the playground mound. Fifty nine hundred ninety one dollars came from playground mound donations and the remainder from the Schroeder Bequest.

Treasurers Report

The Schroeder funds are being invested with Raymond James in accordance with the Pendulum fund investment guidelines.

We have been investing with Raymond James since April 29 2015. As of today, we have transferred \$251,000 of the Schroeder Fund to Raymond James.

The investment advisory board met on January 18th with Dan Butler, our Raymond James financial advisor, to review the performance of the Village's investment portfolio. The portfolio is doing as well as is possible given the recent market conditions. The investments have returned dividends of \$3,038 and as of Friday were down 6.04% or \$15,080.

The officers agreed with the investment advisory board's recommendation to put a hold on all buys for the next thirty days. I expect we will meet again with our financial advisor next month to review this recommendation.

David Michelson, Town Treasurer

Questions –

Vacant Dwelling Fund – How do we spend the money? Are there limits?

Community Planning has a draft policy on how it should be used. Community Planning will propose a plan, a use for that money or at least a process for spending it.

Treasurers Report Accepted

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Point Of Order – The Parliamentarian was saying a report presented by a committee does not have to be approved.

The Chair agrees but he is continuing with the way it has been done. It is unclear in speaking to Mr. Jamison that what the town has been doing is incorrect. There may be a better way to do it. That is one of the reasons we are considering using his services going forward. We will try to obtain more clarity on that.

9.0 Advisory - Steven Threefoot

Advisory Committee Report:

The Advisory Committee met at the Buzz Ware on Monday, January 4. The Advisory Committee set the agenda for this meeting and identified likely motions to be made at this meeting. In addition, we identified issues across committees and the officers to clarify the roles of the various committees in taking action on the issues.

March Election Slate

The March election nominees are due at tonight's meeting. This meeting is the last opportunity to accept nominations from the floor. Additional nominees will be solicited in the coming week to fill gaps in the ballot. All nominees are invited to submit a brief statement via the Village website. The submission form and the statements are found under "Nominees" at the top-page arden.delaware.gov. The current nominees by committee are as follows:

March 2016 Committee Slate

Committee	Committee Chair	Continuing Members	Slots	Confirmed Slate for March 2016
Archives	Lisa Mullinax	Marian Burslem Barbara Macklem Lisa Mullinax	4	1. Elaine Hickey 2. Sadie Somerville 3. Grace Ressler 4.
Audit	Cookie Ohlson	Jan Rudzinski Laura Wallace	2	1. Cookie Ohlson 2. Marvin Sayer
Budget	Gary Quinton	Denise Nordheimer Gary Quinton	6	1. David Gerbec 2. Mark Wood 3. 4. 5. 6.
BWVC	Steven Threefoot	Steven Threefoot Debbi Sheiker Toby Ridings	4	1. Randy Hoopes 2. Walter Borders 3. Denis O'Regan 4. Mary Young
Civic	Ed Rohrbach Albert Marks	Mickey Fitzharris Harold Kalmus	4	1. Ed Rohrbach 2. Albert Marks

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		Liz Resko		3. Rick Smyth 4.
Community Planning	Ray Seigfried	Dan McNeil Ron Meick Ray Seigfreid	4	1. Cynthia Dewick 2. Larry Strange 3. Sally Sharp 4. Mark Wood
Forest	Carol Larson Katrina Streiff	Jill Althouse-Wood Jennifer Borders Carol Larson	4	1. Katrina Streiff 2. Ed Rohrbach 3. Dave Nordheimer 4. Larry Walker
Playground	Jim Laurino	Dela Bryan Jim Laurino AJ Stalloni	4	1. Katrina Streiff 2. Mick Fitzharris 3. Rick Smyth 4.
Registration	Cecilia Vore	Barbara Henry Mary Murphy	6	1. Elaine Hickey 2. Barbara Macklem 3. David Nordheimer 4. Elizabeth Varley 5. Cecilia Vore 6. Mark Wood
Safety	Brooke Bovard	Brooke Bovard Chris Junk Albert Marks	4	1. Steve Harcourt 2. John DiGiocoma 3. Charley Robinson 4. Warren Rosenkranz
Town Chair	Jeffrey Politis		1	1. Jeffrey Politis
Town Secretary	Liz Resko		1	1. Liz Resko
Town Treasurer	David Michelson		1	1. David Michelson
Advisory Chair	Steven Threefoot		1	1. Steven Threefoot

The floor is open to any additional nominations. If you wish to place a name into nomination, you must do so prior to the end of this meeting.

Finally, on behalf of the Community Planning Committee and the Advisory Committee, I would like to make the following, somewhat belated, motion in recognition of the contributions of our past Chair of the Assembly, Danny Schweers:

Resolution of Recognition of Danny Schweers

Whereas, Danny Schweers diligently served as The Village of Arden’s Town Assembly Chair from 2012-2015,

Whereas, during those years he chaired with an inclusive and caring leadership style which resolved several contentious issues,

Whereas, Danny worked collaboratively with the other chairs of the Ardens over the management of Buzz Ware Village Center, and

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Whereas, Danny represented The Village of Arden effectively with both New Castle County and the State of Delaware;

Therefore, the Committees, Officers and Residents of Arden do hereby extend to Danny Schweers its sincere thanks and appreciation for his leadership and contributions as Chair of the Village of Arden.

Submitted

Steven Threefoot, Advisory Chair

Questions:

Brooke Bovard nominates herself for Civic Committee and Community Planning.

Resolution of Recognition of Danny Schweers was unanimously approved. Danny is expected around 9 this evening in which Resolution of Recognition along with a plaque will be presented to him.

10.0 Board of Assessors - Denis O'Regan

BOA Report to Town Meeting January 25, 2016

This year's Board of Assessors have all signed the Oath, and have elected Denis O'Regan as Chair, and Gary Quinton as Secretary. There have been no discussions about assessment issues or facts, but we have agreed to hold meetings, as follows:

- Meetings are called to order at 7:30pm at the Buzz Ware Village Center
- The meeting dates are
 - February 3
 - March 2
 - April 6
 - May 4
 - May 18 Public Hearing, followed by a regular BOA meeting
 - June 1 Public Hearing, followed by a regular BOA meeting
 - June 15
- The topics for discussion at each of the meetings is tentatively set, as follows
 - February - Location Factors
 - March - Lot Size
 - April - Domiciles
 - May - Prudent Reserve and Calculate Total Land Rent

The Public Hearings are an opportunity to share your opinions on assessment issues. All meetings are open, and we welcome you to attend to hear the discussions.

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Questions: How long will Assessors public hearing be? To be determined based on our first scheduled meeting.

Chair requested that the public meeting dates provided in the Assessors report be posted to the Arden website. Denise agreed to post.

Assessors Report Accepted

11.00 Committee Reports are presented in reverse order

11.1 Safety – Brooke Bovard

The safety committee hopes everyone weathered the storm successfully. Please take the time, if you haven't already, to dig out fire hydrants bordering your leasehold. We appreciate the good work of civic and our plowing team, as well as all the neighbors, in getting access to the roads accomplished so well.

Please bear in mind, as the winter settles in, that some auxiliary heaters pose fire and air quality hazards. Be careful.

The Safety Committee continues to work on our overall traffic signage issues. Sign faces are being replaced, and some signs installed, as weather permits.

Please continue your good work in looking out for your neighbors. Our kindness is the "welcome" in you are welcome hither.

Representatives from Safety and Civic met late last week to discuss installing safe signage at the intersection of Orleans and Millers, after some jurisdictional confusion late last year. The Safety Committee will discuss the recommendations at our regularly scheduled meeting, Wednesday February 10th, at 730 at the BWVC. All safety's meetings are, of course, publicly announced and open to all.

We have four candidates for Safety to present at the March meeting. Both Steve Harcourt and John Di Giocoma have agreed to serve again, if elected, and our additional nominees are Charley Robinson and Warren Rosenkranz.

Respectfully submitted,
Brooke Bovard, Chair of Safety

Questions: None

Safety Report Accepted

11.2 Registration – Cecilia Vore Jan 25, 2016

Elaine Hickey read the Registration report prepared by Cecilia Vore

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Report to the Town Assembly • Registration Committee

Fall 2015 Elections

The Registration Committee conducted the **2016-17 Budget Referendum and election of the Board of Assessors for 2016**. Ballots were counted on Tuesday, Nov. 10, 2015. To our best calculation, there were 338 residents eligible to vote in these elections. We received 233 valid envelopes containing ballots; There was 70% participation.

Under the rules for approval, the budget needed 170 “yes” votes to pass. There were 195 votes to approve the entire budget, 0 votes to disapprove the entire budget, 35 ballots with itemized disapprovals, plus 1 invalid ballot; the entire budget passed.

Specific disapprovals for each item were posted on town website and bulletin boards immediately following the election.

Individual **disapprovals**:

Advisory Committee	6	Safety Committee: General	5
Archives	12	Safety-Speed Enforcement	16
Board of Assessors	3	Buzz Ware Support	6
Budget Committee	3	Donations - ACRA	6
Capital, Maintenance & Repair	14	Donations - Arden Page	2
Civic Committee	9	Donations - Arden Library	2
Community Planning	4	Donations - Fire	
Forest Committee	8	Companies	4
Playground Committee	12	Donations - Arden Club	8
Registration Committee	0	Contingencies	14

The following residents were elected to the Board of Assessors in order: Denis O’Regan (convener), Warren Rosenkranz, Joe del Tufo, Kate Threefoot, Gary Quinton, Sue Rothrock, and Tom Wheeler. Thank you to David Gerbec, Chris Junk, Pam Politis, Liz Resko, Charles Robinson, Sally Sharp, Larry Walker, and Mark Wood, who were also willing to serve and allowed their names to be placed in nomination.

Many thanks to Barbara Macklem, David Michelson, Bill Theis, and Mark Wood for observing and assisting with the vote count.

All election records and final tallies are filed in the Town Office in the Registration Committee’s binder of election records. Actual ballots are kept for one year.

Committee Elections

The Registration Committee will conduct the Election of Officers and Standing Committees at the March Town Assembly. The election will be held by secret ballot at the beginning of the meeting, and voting will continue throughout the meeting. Residents who have lived in the village for at least 6

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months and are 18 years or older on the night of the election are eligible to vote. Residents can request an absentee ballot by submitting an Affidavit by March 21. The Affidavit is available at the meeting tonight, at the Town Office during regular office hours, or it can be downloaded from the town website.

Committee nominees are invited to visit the town website and post comments about themselves and the ways they can contribute to the committees. This will help voters become familiar with candidates and with the committees themselves. Simply go to **arden.delaware.gov** and click on “Nominees.”

Respectfully,
Cecilia Vore, chair, Arden Registration Committee

/cav

Registration Report Accepted

11.3 Playground – Jim Laurino

Arden Playground Committee Report for 25 Jan 16

The committee reports that the playgrounds are snowed in. From our observation, it appears that the local children are currently more interested in sledding than in swinging. We look forward to the coming of spring. We expect to get out early in the season and resume our inspection and maintenance activities. Thanks to everyone who voted for us to have a budget for the coming year, it will help.

In the meantime, we report that the Slide on the Arden Green project is progressing. We have the necessary funds and have signed a construction contract with Richard Cropper, an experienced local builder. Construction has begun. There has been substantial progress, but work has, naturally, stalled recently due to the weather. We will continue to monitor progress to ensure that the project is completed successfully.

Questions

Slide

Estimated time to complete installation of slide? It was scheduled for end of January but contractor was late starting installation because he was in Florida taking care of family business. Also weather impacted a delay in schedule. One to one- and-a- half weeks left to complete installation. Once weather clears up contractor should resume work.

Q Believes the original plan for the mound was 6 feet high; it appears to be higher.

A The height of the mound will be fixed by the length of the slide.

Q Consumer Reports suggests a 30 degree angle.

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A The 30 degree angle they are referring to is one point to another point but the descending part is actually steeper. Cropper (contractor) placed the slide so that the bottom was tilted slightly forward so it would drain. That is the angle that was intended.

Q Was it the original plan to face north?

A It is not facing north as planned. The contractor moved it because he was concerned about draining problems (existing swell). He did not consult Jim about the change.

Q Wants to know if Jim is overseeing the contractors work and making sure they are following plan. He is not questioning his competency but making sure contractor understands what needs to be done.

A The contractor did work when there was a break in the weather and Jim did not anticipate him working due to the weather.

Q Stones underneath the slide and alongside of the slide - He thinks there is a rule about locating them 18 inches away from the slide. No obstructions on the embankment slide. Suggest taking a look at some of the things that are happening right now and then make alterations as needed. Jim agrees.

Nominees

Barbara Shippy nominates herself for Playground, Safety, and Civic Committees.

Playground Report Accepted

11.4 Forest – Co- Chairs Carol Larson, Katrina Streif

The Forest Committee applied for a Surface Water Planning Grant from DNREC November 1st to repair the damage from Buckingham Green run-off. The Village of Arden was awarded \$11,105 K which we will match from the BG settlement funds.

The private consulting firm Foresite will be retained to complete the evaluation and preliminary design process from site inventory analysis to scaled construction documentation. We are waiting for a purchase order from the state to begin work.

If anyone would like to review the grant proposal, I can forward the document to you.

Once we have the construction documents we will be able to apply for a Community Water Quality Improvement Grant from DNREC to implement the project.

Tree removals/ management: We contracted with Ron's Trees to reduce the height of an oak tree hanging over house in Sunset Farms development. No reports of major tree damage in the forest from the recent storm.

Work continues on invasive plant species removal, Miller Road, St. Martin's Lance, Marsh Road. Members of the committee also participate in the Woodland Restoration Workouts with Elaine Schmerling of Ardentown. This is a good way to maintain areas and get exercise, usually on Wednesdays at 9 (for coffee) or 10 for woods work. Join us.

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New path construction completed by Hank Borders in the Sherwood Forest. We hope to continue this path to the bus stop on Marsh Road.

We plan to survey the forest border along the Sunset Farms, Ardencroft, and Buckingham Greene borders in order to erect a fence in areas where encroachment has been a problem. With a history of encroachment from these developments, we need a fence to control dumping and mowing, since plantings did not survive.

We will be placing an order for wholesale native plant species for spring delivery. We will plant at the stone arc at the end of Woodland Lane and in areas that need reforestation. Species we are considering: dogwood, sassafras, spicebush, serviceberry, viburnum, rhododendron and witch-hazel, all of which are noted in the Arden Forest inventory. We need to make a minimum order and the town won't need so many, so get in touch if you'd like to order some for your personal use. They did not formally apply for the tree survey as of yet.

Questions

Will the border fence that is adjacent to land owners prevent the throwing of their trash over the fence? Forest believes it will help. It helped with the Buckingham Green.

Forest Report Accepted

11.5 Community Planning – Ray Seigfried

Community Planning Committee Town Assembly Report for January 2016

1. **Up-date on Vacant House Registration Ordinance**

For 2015 we have identified 10 residents who may have a vacant house and will need to register. We have received two requests for a “Waiver”. They have both showed proof of construction that the committee agrees with. In accordance with the ordinance I am placing the following motion before the Town for your approval. The motion is as follows;

Town Assembly approves the waivers of registration fee compliant with Ordinance 15 for both leaseholders at 1912 Sherwood Road and 2112 Harvey Road.

We will provide a final report of the 2015 vacant house registration process at the March meeting.

2. **House Bill 192**

This act amends Title 22 of the Delaware code relating to the possession of firearms, ammunition and explosives in municipal buildings and police stations by **non-licensed persons**. Municipalities have no authority to regulate firearms. Only the state has this authority and responsibility. This act was approved to allow local governments limited rights to regulate non-licensed persons in municipal buildings. If we agree to move forward with this act it would require us to post signs at each entrance to the restricted area. We would have the authority with non-licensed persons to deny entrance to the building or to order such persons to leave the building. We would also have the right to establish a \$100 fine for violation of the ordinance. In our case a municipal building would be defined as either Gild Hall or the Buzz

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Ware. Community Planning is working with Buzz Ware Committee and Arden Club over some logistical concerns. We will provide a progress report in March.

3. **Transformational Projects**

Jeff Politis has met with CPC and reviewed the idea of obtaining from the Village a list of projects that would be transformative for Arden. He has also reviewed this idea before Advisory Committee and all of us agree that this would be an important project to develop. Jeff and the CPC are considering the following structure;

- CPC would establish an ad-hoc subcommittee to engage the Village to create a list of projects that would be transformational in Arden.
- Each project would include a complete description and how it would create a tangible change for the Village.
- The process would be inclusive and establish some criteria for evaluation.
- CPC would provide an up-date of the progress made at each Town meeting.
- The target time frame for this action is one year.

4. **Arden's Stewardship for the Greens**

CPC is in contact with the Institute for Public Administration at University of Delaware. We will be exploring conversation about designing a comprehensive Stewardship policy governing the Village Greens and possibly with the Forest Committee and the forest as well.
1/23/16

Motion: Town Assembly approved the waivers of registration fee compliant with Ordinance 15 for both leaseholders at 1912 Sherwood Road and 2112 Harvey Road.

Discussion of Motion: Asked to identify leaseholder's waiver 1912 Sherwood Rd (Carol Larson) & 2112 Harvey Rd (Evelyn & Wayne Knotts). How long vacant? This is current calendar year 2015. Engaged in legitimate construction (active permits) in which the committee reviewed documentation and agree with it.
Read motion second time.

Motion Unanimously Accepted

Comments on House Bill 192

Clarification there is no state regulation that states you cannot carry loaded fire arms around if you carry them openly. The only people who are required to be licensed in the state to carry loaded fire arms are if you are concealing those fire arms.

Please investigate if Gild Hall would be covered under House Bill 192. Do not believe the Gild Hall would not be covered under House Bill 192 except when there is a meeting because it is not a municipal building.

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Community Planning Report Accepted

11.6 Civic – Co- Chairs Ed Rohrbach, Al Marks

The committee completed some unfinished road work, including making the pathways to the traffic light activation switches on Orleans and Harvey Road more handicapped accessible and providing a handicapped curb cut on the Arden Green near where the Labyrinth is proposed.

We also cleaned out the debris from some of the gutters and storm drains that were becoming clogged.

We also have replacement street signs ordered for corners where some of them are missing.

We met with a representative of the Safety Committee to discuss the traffic flow at the corner of Millers Road and Orleans. The Safety Representative agreed to draw up a plan to install signage to direct motorists making turning movements there to keep to the right of the island. That met with Civics desire and as of yet have not heard back from Safety Committee.

We installed a new trench drain in the Center of the Field Theater to improve drainage there. We also plan to fix up the seats in places where the wood has started to decay, and re stain all the benches when the weather warms up.

The next meeting of the Civic Committee is scheduled for February 2nd at the BWVC.

Respectfully submitted
Edward Rohrbach
Co-Chair

Questions -None

Civic Committee Report Accepted

11.7 Buzz Ware Village Center - Steven Threefoot

BWVC Committee Report to the January 2016 Village of Arden Town Meeting

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

- Building use and community programs
- Financial status
- Status of the Exterior Capital Project

Building Use and Community Programs: The use of the building (by our definition of slots) has been occupied ~35% of the time slots for the first six months of this fiscal year. The building's current use is tracked in three buckets: guests, official use, and community programs. The breakout is approximately 40% rentals, 15% official use, and 45% community events.

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As a reminder, the Buzz sponsors a number of classes (i.e., Strength & Mobility twice a week and a Yoga class on Saturday morning), regular programs (i.e., Coffeehouse, Art on the Town), and special events (i.e., the journal workshop). Since April 2015, we have had over 1,850 participants in over 100 sessions. Please take the time to look at the various sponsored events being held at The Buzz and join in.

If you have an idea for a special event or would like to organize an ongoing program, please go to our website – www.ardenbuzz.com – and submit a “Community Event” request form. The committee reviews these submissions at each standing committee meeting scheduled on the 3rd Monday of the month.

Financial: As of the end of December 2015, the Buzz Ware’s operating budget is positive by slightly more than \$800. The costs of the Community Programs and committee meetings (~\$10,000) are covered by donations from participants, contribution from Ardentown, and the income from rentals. The Buzz has been directed by the Town Assembly to be approximately revenue neutral. We anticipate to return to the Village a slight surplus from the operating budget.

External Capital Project

The External Capital Project for The Buzz has begun. We have started the preparation components of the project to support the major portion of the work on the external. The bulk of the external work is scheduled for the first 2 weeks of April (weather permitting). Over the past two years, the committee has reviewed more than 10 proposals for the external work. We have evaluated painting the surface, resurfacing the surface with stucco, and a replacing the surface with a new stucco like material. We, also, have taken into account the presence of lead in the external paint.

The committee plans to refresh the proposals which are most appropriate. Prior to signing a contract for the work, we will hold our regularly scheduled committee meeting on Monday, February 15 at 7:30 at The Buzz. In addition to the regular committee meeting, we will hold a special meeting with the single agenda item of the external appearance of the Buzz Ware on Wednesday, February 17th at 7:30 at the Buzz. If you are unable to attend the special meeting, the committee will take written input. Please just submit.

The Committee will use input from the public, our research on the long-term performance of surfaces and colors, and the overall maintenance costs for the surface to select the best option and contractor for The Buzz. As the Treasurer’s report indicates, the Buzz also has approximately \$20,000 in the renovation fund. We will use an estimated \$15,000 of this fund with the \$25,000 from the Capital Fund approved in September, to cover the cost of the Buzz Ware external renovation project. These numbers are the same as reported in September Town Meeting.

Concluding Remarks:

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

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

Questions - None

Buzz Ware Village Center Report Accepted

11.8 Budget - Gary Quinton

Budget Committee – Gary Quinton, Chair

Budget Committee is currently soliciting nominees for the committee. We have three openings, so don't be bashful in getting more involved with the community budget. See me after the meeting if you want to discuss the duties of a budget committee member!

Budget Committee has no report this Town Meeting.

We are aware that on December 21, 2015, the Brandywine School District Board of Education voted to accept the Superintendent's recommendation of a three-pronged referendum - capital, operating, and high school turf fields. The date of the referendum will be March 23, 2016. Information on the referendum can be found at

<http://brandywineschools.org/cms/lib04/DE01000691/Centricity/Domain/30/january%202016%20ppt.pdf>

The polling places for the referendum can be found at

http://electionsncc.delaware.gov/Brandywine/br_ref.shtml for the March 23, 2016 vote. That's prior to Town Meeting. - Polls are open from 10 a.m. until 8 p.m. The closest polling location to Arden is Lancaster elementary school on Naamans Rd.

Questions – None

Budget Report Accepted

11.9 Audit- Cookie Ohlson

On January 13, the audit committee met to perform a quarterly audit on the books and records for the town of Arden. All was found to be in order.

Helen "Cookie" Ohlson, Chair

Questions – None

Audit Report Accepted

11.10 Archives – Lisa Mullinax

Barbara Macklam read the report

*As part of our celebration of the current exhibition *Authors of the Ardens*, we were pleased to partner with the Scholars Guild to present a program – "Creativity in Place". The forum featured three authors now living in the Ardens – Jill Althouse-Wood, Rob Bryan, and Cassie Lewis Slattery who provided a fascinating look into their world.

*Please note that the Dinner Guild dinner to be cooked by the Museum and Archives Committee has been rescheduled for Saturday, Feb. 6. We invite everyone to enjoy a dinner inspired by cook books from the Ardens.

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*On Sunday, Feb. 7, at 1:30, the Museum will welcome three speakers from the Winterthur Program on American Material Culture. They will speak on the care and conservation of old books. Light refreshments will be served. Please join us!

* In early March, a class from the Osher Institute of the U of D will visit the Villages and the Museum as a stop in the “Hiking through History” course.

* In another event to mark our current exhibition on Sunday, April 24th, paper artist Susan Bernarcik will demonstrate book making and exhibit her work.

* Two members of the Museum & Archives Committee will attend the Small Museum Association Conference in February in Ocean City, Maryland.

We are open Sundays from 1-3 PM and Wednesdays from 7:30-9 and we look forward to seeing you at the Museum.

Our four nominees for the March committee election have been confirmed.

They are:

Elaine Hickey
Sadie Somerville
Grace Ressler
David Jones

Respectfully submitted,
Barbara Macklem on behalf of Lisa Mullinax

Questions - None

Archives Report Accepted

12.0 Old Business – None

13.0 New Business - None

14.0 Good & Welfare

Ray Seigfried, Chairman of Community Planning - Plaque was made by Denis O' Regan. The wood comes from a tree that was on Cecilia Vore's and Carl Falco's leasehold.

Danny arrived at this point in the meeting to a standing ovation. Advisory read the resolution again that is inscribed on the plaque (refer to Community Planning report). Danny expressed how surprised he was that the resolution was unanimously accepted since there were so many incidents where people did not agree with him. He said that he took the challenge because he thought it was going to be easy. He thought that chairing the meetings would present some challenges, but he thought if there were any real issues, the committees would handle matters. However, he discovered there are some issues that the committees do not want and then he would be called in. When he was called in to

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mediate he believed he managed to do something that displeased everyone. He did wonder if people would ever speak to him again. So now he thinks they have decided to talk to him nonetheless. By nature and by training, Danny says he is an indecisive person. His graduate work was in Philosophy, where one does not come to conclusions but rather looks at all the possibilities. He admires leaders who are able to say what they are going to do will be great. They make up their minds and charge forward and they don't care what other people say. It is a phenomenon that internally he does not relate to. The Assembly is one where everyone should have a voice and he tried to do that in his three years as Chairman of the Town Assembly. He expressed how touched he was to receive this plaque and recognition. He is aware that some people worked at DuPont twenty or more years without receive anything. Danny asked if he could dedicate his plaque to them and he ended with a thank you to all. A standing ovation once again.

It is Roger Garrison's birthday today. Please wish him a Happy Birthday when you see him.

Brooke - Reminding everyone that the young actors workshop, Shakespeare's Gilds Annual showcase talent of our young people in Shakespeare is being held this year Sunday, February 14 at 1 P.M.

Bill Theis thanked all for helping in the search for his lost dog, Abigail. Abigail was found four days later in his non working Volvo. Bill also received an email stating Abigail (dog) found but Bill Theis missing.

15.0 Adjournment

Meeting Adjourned 9:17 P.M.

Respectfully submitted-

Elizabeth Resko

Secretary Town of Arden

Attachments Next Page

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TRUSTEES STATEMENT OF NET POSITION	Dec 31 2015
ASSETS	
Checking/Savings	
ARDEN BUILDING & LOAN - Reserve	\$135,566.87
ARDEN BUILDING & LOAN - Schroeder Bequest	\$ 27,843.56
M & T Bank Checking	\$ 26,241.57
VANGUARD	
Federal Money Market	\$ 428.08
Short-Term Federal Fund - Schroeder Bequest	\$113,531.85
Prime Money Market - Schroeder Bequest	<u>\$ 10,631.85</u>
Total VANGUARD	<u>\$124,591.78</u>
Total Checking/Savings	<u>\$314,243.78</u>
Other Assets	
Leasehold 2102-03 Marsh Road - Schroeder Bequest	\$ 90,000.00
Land Rent Arrearages	<u>\$ 14,666.30</u>
TOTAL CURRENT ASSETS	<u>\$418,910.08</u>
LIABILITIES	
Current Liabilities	
Trustee Administration	\$ 4,500.00
Demolition Leasehold 2102-03 Marsh Road	<u>\$ 10,000.00</u>
Total Current Liabilities	<u>\$ 14,500.00</u>
EQUITY	
Unrestricted	<u>\$404,410.08</u>
TOTAL LIABILITIES & EQUITY	<u>\$418,910.08</u>

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Village of Arden Statement of Financial Position As of January 25, 2016

1000 · TD Bank Operating Account	109,283	General operating
1005 - ING Direct	<u>82,326</u>	General operating, Renovation Funds, Memorial Garden Funds, Vacant Property Funds, Labryinth fund
	191,609	Total General Operating
1000 · TD Bank Operating Account	62,795	Buckingham Green Settlement Funds
1005A - ING Direct	30,188	Capital Maintenance Fund
1010 · TD Bank MSA Checking Account	6,496	Municipal Street Aid
1032 - Arden Building & Loan	30,396	Schroeder Bequest
1000 · TD Bank Operating Account	2,060	Schroeder Bequest
1005 - ING Direct	51,161	Schroeder Bequest
1050 - Raymond James - net value @ 1/22/16	238,263	Schroeder Bequest - initial investment \$251,002, + dividends \$3,038 - brokerage fees \$697, less change in market value @ 1/22/16 (15,080)
1033 · Vanguard Money Market	<u>59,606</u>	Schroeder Bequest
	381,485	Total Schroeder Bequest
1030 · Arden Building & Loan	8,471	Hamburger Lecture Series
1031 · Arden Building & Loan	518	Buzzware Funds
1500 - Sherwood Forest	859,379	Original purchase price
	<u>1,540,941</u>	
2000 · Accounts Payable & Current Liabilities	579	
2010 · Payroll Tax Liabilities	531	

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2300 - Mortgage -AB&L Avery Property - Balance as of 12/1/15	38,466	15 yr note at 7% for \$150,000 began 4/26/04
	39,576	
Buzz Ware Renovation Fund	20,507	
Lecture Series	8,471	
J Schroeder Bequest	381,485	
Memorial Garden	10,847	
Municipal Street Aid	6,496	
Capital Maintenance Fund	27,180	
Village - general fund	146,393	
Vacant Dwelling Fund	15,127	
Buckingham Green Settlement Fund	62,795	
Labyrinth Fund	1,151	
Capital Assets - Net of Debt	<u>820,913</u>	
	<u>1,501,365</u>	
	<u>1,540,941</u>	

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Village of Arden Statement of Financial Activity As of January 25, 2016

	<u>3/25/15 - 1/25/16</u>	<u>Budget</u>	<u>% to Budget</u>	
Revenue				
4000 · General Funds - Village	184,000	203,298	90.51%	
* 4100 · Donations, grants, rentals	2,640	-		
+ 4510 · Franchise Fee Receipts	14,190	15,100	93.97%	
4900 · Interest Income	412	500	82.35%	
Total Revenue	201,241	218,898	91.93%	balance left in budget
Expenses				
6000 · Payroll & Payroll Taxes	10,404	13,298	78.24%	2,894
++ 6300 · Administrative Expenses	15,699	42,724	36.74%	27,025
8000 · Committee Expenses - see detail below	56,178	74,100	75.81%	17,922
8010 · Contributions & Donations	5,900	5,950	99.16%	50
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	47,635	56,650	84.09%	9,016
9000 · Debt Service	13,483	16,176	83.35%	2,693
Total Expense	149,299	218,898	68.20%	69,599
Surplus (deficit)	51,942	-		balance left in budget
Committee	Actuals YTD	Budget		
Advisory	-	200	0.00%	200
Archives	1,415	1,440	98.26%	25
Assessors	34	50	68.98%	16
Budget	-	75	0.00%	75
Buzz Ware - general operating support	-	5,000	0.00%	5,000
Buzzware renovation fund	2,000	2,000	100.00%	-
Civic	43,694	56,135	77.84%	12,441
Community Planning	65	1,000	6.50%	935
Forest	7,456	6,000	124.26%	(1,456)

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Registration	707	200	353.27%	(507)
Safety	<u>808</u>	<u>2,000</u>	<u>40.38%</u>	<u>1,193</u>
	<u>56,178</u>	<u>74,100</u>	<u>75.81%</u>	<u>17,922</u>

- * DCED Grant for Forrest Committee \$2,214.50, Field Theatre Rentals \$425
- + Comcast = \$2,935, Verizon = \$3,689, Suez Water \$7,566
- ++ includes insurance premiums of \$11,286

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	Special Village Funds												
	BuzzWare 3/25/15-1/25/16	Budget	% to Budget	Buzz renovation 3/25/15-1/25/16	Hamburger Lecture Series 3/25/15-1/25/16	J. Schroeder Bequest 3/25/15-1/25/16	Memorial Garden 3/25/15-1/25/16 adpt.	MSA 3/25/15-1/25/16	Capital/MainRe pair Fund 3/25/15-1/25/16	Vacant Dwelling Fund 3/25/15-1/25/16	Playground fund 3/25/15-1/25/16	Buckingham Green Fund 3/25/15-1/25/16	Labyrinth Fund 3/25/15-1/25/16
Revenue													
4000 - General Funds - Village													
4010 - Donations	50	-	-	2,000	-	-	-	-	-	-	-	-	-
4100 - Program Revenue	6,933	10,400	66.66%	1,641	-	-	4,003	-	-	-	5,617	-	1,151
4300 - MSA Grant	-	-	-	-	-	-	-	16,586	-	-	-	-	-
4400 - Rentals	21,729	29,000	74.93%	5,413	-	-	-	-	3,800	-	-	-	-
4520 - Vacant Property Registration Fees	16	-	0.00%	-	411	4,259	-	-	-	-	-	-	-
4900 - Interest & Dividend Income	-	-	0.00%	-	-	(15,080)	-	-	-	-	-	-	-
9900 - Unrealized loss on investments	-	-	-	-	-	(10,821)	-	-	-	-	-	-	-
Total Revenue	28,728	39,400	72.91%	9,054	411	(10,821)	4,003	16,586	-	3,800	5,617	-	1,151
Expenses													
6000 - Payroll & Payroll Taxes	15,747	22,600	69.65%	-	-	-	-	-	-	-	-	-	-
6300 - Administrative Expenses	507	315	160.91%	-	-	-	-	-	-	-	-	-	-
6310 - Janitorial Supplies	426	1,500	28.40%	-	-	-	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	3,015	4,750	63.48%	-	-	-	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/Alarm/Monitoring	1,266	1,102	114.86%	-	-	-	-	-	-	-	-	-	-
7600 - Repairs & Maintenance	219	2,000	10.94%	-	-	-	-	-	-	-	-	-	-
8000 - Program Expenses	6,107	7,500	81.42%	3,539	6,500	9,462	2,581	27,750	3,000	258	5,991	-	-
Total Expense	27,287	39,767	68.62%	3,539	6,500	9,462	2,581	27,750	3,000	258	5,991	-	-
Surplus (Deficit)	1,441	(367)		5,514	(6,089)	(20,283)	1,422	(11,164)	(3,000)	3,542	(373)	-	1,151
Carried forward fund balance				14,993	14,560	401,768	9,425	17,660	30,180	11,585	373	62,795	-
Fund balance				20,507	8,471	381,485	10,847	6,496	27,180	15,127	(0)	62,795	1,151