

**Village of Arden
Advisory Meeting
March 5, 2018**

Attendance - Jeff Politis, Ed Rohrbach, Elizabeth Varley, Ray Seigfried, Al Marks, Carol Larson, Danny Schweers, Brooke Bovard, Walter Borders, Barbara Macklem, Mike Curtis, Cookie Ohlson, David Michelson, Lisa Mullinax, Darryl Holcomb, Denis O' Regan

Guests - Carol DiGiovanni, David Claney

Call to Order – Danny Schweers, Advisory Chair, called the meeting to order at 7:36 p.m. at Buzz Ware Village Center and presented the following agenda:

AGENDA

Acceptance of Previous Minutes

Discussion of Items to be Listed on Town Meeting Agenda

Approval of Minutes

Recognize New and Departed Residents

Visitors

Officers

Trustees

Assessors

Committees

Old Business

 including Town Chair's absence

New Business

Good and Welfare

Refreshments for Town Meeting

Old Business

New Business

 Security at Town Meetings

Amendment of Ordinance 14 (Additional Domicile Units)
Finalize Ballot for Officers/Committees

Set Town Meeting Agenda

Guests Comments and Questions

Adjourn

Discussion of Items to be Listed on Town Meeting Agenda

BWVC – Denis O'Regan & Walter Borders

Motion to establish community events Program policy.

On the BWVC website is listed what constitutes a community event. The Buzz gives away free time and free space and it is a way to codify it. Walter will put the information on the front page of the BWVC website before the Town Assembly meeting.

Community Planning – Ray Seigfried

15 Ravin Rd is under contract. Develop a model to protect that land.

Land Deed 1973, (not the original deed for Arden) – Community Planning committee held a public meeting to discuss restrictions where a lot of good questions were presented that need to be addressed. Until they do that, they will put this on hold, regroup and come back.

Note: The Weave Shop on Millers is up for sale. Not in great shape. Community Planning will look into that if it is listed for sale.

Elections of Officers & Committees (present at beginning of TA) -

Barbara Macklem – Each March is elections for officers and committees. She circulated a draft ballot of nominees and asked each committee chair to initial for accuracy. When it is known that it is accurate, then a final draft ballot will be printed and posted to Village website.

Affidavit for an Absentee ballot is on the website.

As of yet, Registration has not received any requests for absentee ballots. Requests have to be made by March 19. The last day to return an absentee ballot is 6 p.m. on March 26.

Qualifications for absentee ballot - It could be business-related, family care, vacation booked out of town. There are very few restrictions. Must have an affidavit in order to receive an absentee ballot.

Distributing ballots at the beginning of the Town Assembly. A resident of Arden for six months can vote.

Counting ballots on Tuesday the 27th in BWVC at 7:30 P.M.

Policy: At close of Advisory Meeting will be the finalization of the ballot. Cannot accept any more nominations at close of this meeting.

Questions

Danny submitted Jan Roberts Rudzinski's name to be put on ballot for the Buzz.

Old Business -Tabled Motion: Temporary and Permanent replacement of Town Chairman.

Advisory Chair Danny Schweers will present an amended motion to address only temporary replacement of Town Chair for Town Assembly. Rewrite and limit the motion to temporary substitute to facilitate the Town Assembly meeting. Take out the permanent replacement since that is already covered by Robert's Rules. For permanent absence, the Village Secretary is empowered to call a meeting and the first order of business is to elect a chair. Also, will rewrite amended motion.

Original Motion was presented at January 2018 Town Assembly as follows:

Motion: Temporary & permanent replacement of Town Chair.

MOTION: It is moved that, in the temporary absence of the Chair of the Town Assembly from the town meeting, the Chair of the Advisory Committee will substitute for the Chair of the Town Assembly and run the town meeting. Examples of a temporary absence include, but are not limited to, missing a single town meeting, being late to a town meeting, or wishing to make a statement as a resident at town meeting.

If the Chair of the Town Assembly needs to be permanently replaced, then the Chair of the Advisory Committee will open the town meeting and have election of a new Chair of the Town Assembly be the first order of business. Upon election, the new chair will preside for the remainder of the term.

Motion to Tabled approved unanimous voice vote. It will be presented under Old Business at next Town Assembly meeting.

Discussion

Since the Chair has many other functions/duties beyond the Town Assembly, in the future will need to expand how to handle Chairman absence from other duties:

For example: Who will sign contracts or assume other executive functions if Chairman is absent? Is there a time when this becomes effective? Define “short-term/long-term” replacement within a one-year term. Who declares official “absence”? etc.

Old Business - ACRA motion was tabled at the January 2018 Town Assembly. They are not interested in pursuing motion. If a motion is tabled, it needs to be brought up at the next Town Assembly meeting or it dies. Meaning it is no longer on the agenda automatically. It can always be reintroduced. To address how to handle this, Jeff thinks the tabled motion has to be voted on to take it off the table. He will research the procedure to untable a motion.

New Business - Amendment to Ordinance #14 by Warren Rosenkrantz

The last sentence of Section 1 of Ordinance #14 reads as follows:

“Leaseholders who wish to build ADUs after this process is completed will need to obtain approval by the Trustees, **the Village** and go through the normal process with the county to obtain legal approval”.

First Reading of Amendment of Ordinance 14 (Additional Domicile Units)

Amendment to remove “the Village” from last sentence of Section 1.

Procedure: Three readings at the next three (3) Town Assembly meetings (March, June & Sept) and in September after reading amended motion for the 3rd time, it will be voted on. This amendment is trying to address the permanency by having a six-month process to make the change. Jeff will look at process about if motion gets modified along the way. Needs to research. Is it correct that you do not lose the previous readings? What happens if there is a change on the third reading?

Warren will provide copies for all of Ordinance #14 and show change. After reading Ordinance #14, he will say what the change is.

Questions

Those leaseholds that were part of the original certification ADUs (attached or not attached) were exempt from having to be owner-occupied. Now Ordinance 14 (attached only) is under county zoning in which the county requires owner-occupied.

Per the County - does it (ADU) reverse to county law if you are in a nursing home or some other reason you are an absentee owner? Two Issues: 1) Should it happen and 2) Should the Village be the one imposing it?

This amendment says take the Village out of it, we have the Trustees and the County.

To be researched further.

Ordinance -# 14 Certification Process for Leaseholds with ADUs Adopted March 2008

Section 1 - Introduction and statement of purpose. The purpose of this ordinance is to specify the notification and procedure to leaseholders of this one-time opportunity which will be used by the Village of Arden to certify preexisting Accessory Dwelling Units (ADUs). In order to be eligible for certification a leaseholder's pre-existing multiple domiciles must comply with the following requirements: [a] the domicile meets the New Castle County ADU definition and [b] the domicile was built prior to May 1, 2007. Leaseholders who wish to build ADUs after this process is completed will need to obtain approval by the Trustees, **the Village** and go through the normal process with the county to obtain legal approval.

Section 2- Notification to Leaseholders and New Castle County Department of Land Use about certified pre-existing Multiple Domiciles. The Village and the Trustees shall notify leaseholders in writing of the procedure to certify existing ADUs and provide a

declaration of eligibility within 90 days of County Council approval of amendment section 13 to Chapter 40 of the New Castle County Code and approval by the Village of this ordinance. Leaseholders must sign and submit the declaration of eligibility to the Village Secretary within 30 days of the date of the notification letter in order to be considered for certification. Once certified, a written notification of leaseholds shall be made to New Castle County Department of Land Use via a joint written communication by the Town Assembly Chair and at least two Village of Arden Trustees.

Questions

Marianne Cinaglia suggested that committees take turns in providing a description of their duties and responsibilities in the Arden Page (an active form of communications as opposed to description of their duties which is listed on website, a passive form of communications). Basically “This committee is charged with.....”

Safety Committee will be the first to publish in the Arden Page (committees will post in Arden Page in descending order thereafter). All committees’ descriptions of their responsibilities are already on website. Just copy and publish to Arden Page.

New Business - Safety at Town Assembly. Do we want to hire county security at Town Assembly?

There was some volatility at the last Town Assembly meeting that created honest concerns (not at that particular moment) and made people aware that at any point in time there could be volatility at the meeting that could spill over into violence. It caused a level of distress that looked like it could take an unfortunate turn.

We lose a lot as our potential as a community to embrace our outliers and our differences. Uniformed officers with guns tend to communicate “keep your problems

to yourself’. It is not welcoming and it is not who we are. Not comfortable attending a town meeting that had to be policed by an armed guard.

Maybe having an officer present is not the solution. Is there something we can do to address this concern? Safety Committee has been charged with answering this question. Specifically, what do we need to feel safe at the meeting?

Hospitality –

Safety	March 2018
Archives	June 2018
Audit	September 2018

Meeting adjourned at 9:51 p.m.

Respectfully submitted,

Elizabeth Resko,

Village Secretary