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VILLAGE OF ARDEN  
TOWN ASSEMBLY  
MARCH 26, 2018

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Town Meeting Minutes



JUNE 26, 2018

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

**MOTIONS/RESOLUTIONS PRESENTED****3.0 Approval of Minutes**

Marianne Cinaglia presented the following **Motion**:

To identify the individual name who is the maker of the motion. Voice Vote, ayes have it.

**Motion Suspension of Agenda**

Warren Rosenkranz presented the following motion:

Motion to suspend agenda and move 14.0 New Business – Amended Ordinance #14 (Additional Domicile Units) and 1<sup>st</sup> reading to follow Board Of Assessors Report. Voice Vote, ayes have it.

**14.0 New Business – Amended Ordinance #14 (Additional Domicile Units) and 1<sup>st</sup> reading.**

Warren Rosenkranz, I move that Ordinance-#14

***Change from:*****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 pre existing 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.

***TO:***

**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 pre existing 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, [b] the domicile was built prior to May 1,2007. Leaseholds who wish to build ADUs after this process is completed need to obtain approval by the Trustees and New Castle County.

The change, deleting the words "the Village" from the original Ord. #14, will align Ordinance #14 with and improve the durability of the Motion passed September 2017. Nothing else in Ordinance #14 is changed in this motion.

**This is considered first reading. Any changes can be presented at next Town Assembly.**

**12.5 Civic – Co- Chairs Ed Rohrbach, Al Marks**

Sadie Somerville presented the following motion:

**Motion:** Civic to bring any plans for any Green improvement or parking to the Town Meeting for approval. All work related to parking stops until Town Assembly approves.

Verified quorum.

Sadie requested to table original motion.

**Original motion tabled, ayes have it**

**Policy****10.0 Advisory Committee Report – Danny Schweers****Policy – Absence of a Chairperson**

**Robert's Rules of Order**, has found that those rules cover the absence of the chair. From what the Rules say, if the chair wants to speak to an issue, the chair can simply appoint a chair pro tem to take their place temporarily. The chair would do the same if they had to leave the meeting early. If the chair is not there at the beginning of a meeting, then the secretary shall call the meeting to order, the first order of business being to elect a chair pro tem who would then chair the rest of that meeting. The Rules also cover the election of a new chair should the old chair be unable or unwilling to continue their term of office.

**ATTENDANCE** Sign In 71 plus Chair and Secretary

		<b>Line #</b>			<b>Line #</b>
Jan	Westerhouse	1	Marianne	Cinaglia	37
Tom	Wheeler	2	Michelle	Lauer	38
Mike	Curtis	3	Scott	Kushner	39
Simon	Hamermesh	4	Ron	Meick	40
Kate	Sayer	5	Ruth	Panella	41
Marvin	Sayer	6	Sam	Panella	42
Stephen	Harcourt	7	Elaine	Hickey	44
Brooke	Bovard	8 & 43	Lisa	Mullinax	45
Carol	DiGiovanni	9	Gary	Mullinax	46
Michael	Oates	10	Ron	Ozer	47
Carol	Larson	11	Dorinda	Dove	48
Gary E	Quinton	12	Denis	O'Regan	49
David	Michelson	13	Dela	Mullenberg Bryan	50
Pat	Pyle	14	Carl	Falco	51
Ed	Rohrbach	15	Salila	Shen	52
Albert	Marks	16	Mandy L	Tocco	53
Mark	Wood	17	Helga	Melton	54
Jill	Althouse-Wood	18	Heidi	Hoegger	55
Margot	Altawell	19	Mary	Young	56
Mary	Vernon	20	Laura	Wallace	57
Walter	Borders	21	Lynda	Kolski	58
Jennifer	Borders	22	David D	Claney	59
Marjorie	Roberts	23	Toby	Ridings	60
Maria	Burslem	24	Clay	Ridings	61
Alan	Burslem	25	Betty	O'Regan	62
Hugh	Roberts	26	Sue	Rothrock	63
Denise	Nordheimer	27	Rick	Rothrock	64
Deborah M	Ricard	28	Mary L	Marconi	65
Warren	Rosenkranz	29	Pam	Politis	66
Barbara	Macklem	30	Mike	Moran	67
Danny	Schweers	31	Joann	Colameco	68
Ray	Seigfried	32	Cecilia	Vore	69
Mary	Murphy	33	Barbara	Henry	70
Peter	Compo	34	Jeffrey	Steen	71
Rodney	Jester	35		Illegible	72
Sadie	Somerville	36			

Copy of Sign-In Sheet end of minutes- Attachments.

**1.0 Call to Order** – Chairman Jeffrey Politis called meeting to order at 7:36 p.m.

**2.0 Election of Officers & Committee** – Cecilia Vore

The Registration Committee conducted the election of committee members and officers.

**3.0 Approval of Minutes** - January 2018 Town Assembly Minutes approved as presented.

Suggestion not a correction to the minutes:

Marianne Cinaglia presented the following **Motion**:

To identify the individual name who is the maker of the motion. Voice Vote, ayes have it.

Clarification:

If a motion is created under the committee, that is who is the maker of the motion.

If a motion is created outside of committee, then the maker needs to be identified.

**4.0 New Residents** – Michelle Lauer and Scott Kushner were welcomed.

**5.0 Recognition of Departed**

Norman Barron lived in Arden with his twin brother, Tim, in the 70s

Don Parkhill, an actor who lived in Arden and Ardentown in the late 60s and early 70s.

Richard Jay Cherrin, 77, married Suzanne Benson and moved to Ardentown in 1964 where they raised two daughters. He was active in Ardentown government, serving as a Trustee and Chair of Town Meetings.

Ronald Lee Jarrell known to many as “Biggie Woolery”. Ron moved to Delaware

from Virginia in 1958. He lived with other family members in the house on Little Lane that was formerly known as the “Woolery Store”. Ron’s mother “Mamie” was divorced from Ron’s father and married Ed Woolery, son of Bob Woolery who owned and ran the store. They say “Biggie” was quite a story teller.

A moment of silence.

**6.0 Visitors** - Joe Daigle, State Representative 7<sup>th</sup> district.

Thank you, Jeff, for having me out here tonight. I’m Joe Daigle and I live down Veale Road, closer to Silverside, so I’m not officially in Arden but since I know most of you here from being a club member and bouncing around the community I thought I should introduce myself as a candidate. I’m a big believer in Arden and this surrounding area so I’m running to be the State Representative for the 7<sup>th</sup> RD. That will be replacing what Bryon Short does, since he’s recently announced his retirement. I’ll give a little background on myself before sitting down, but truthfully, I’m not interested in talking AT you – I’m more of a conversationalist so if we haven’t met, or you have anything you want to chat about please grab me, in person, tonight, or phone and email anytime.

Professionally I’m an Investment Analyst at a local small business in Newark, long story short I lead the team making investment decisions and recommendations for clients life savings in their retirement accounts. Working to help everyday people, I’m extremely in touch with the diverse challenges we all face, I’m acutely aware of what stabilizes a family’s bottom line. I know what it means to have a tax increase or not. I know the impact to have roads paved or not. Being invited to sit around the kitchen table with folks, I’ve measured the impact for individual families. -- When decisions are made in Dover, which can seem far and away – It’s critical that our Representative know the importance and personal impact on each of us. That’s something my experience makes me uniquely qualified to do.

In short, I know finances, I know what makes a sound business plan, and I know how to apply my business skills to help strengthen the community. Down toward Silverside where I live, historically we don't have a Civic Association so my husband and I have stepped up to help coordinate solving community problems like roads, streetlights, and development issues.

Aside from work and my neighborhood volunteering, you can tell a lot about me from the organizations I volunteer for. I'm a Claymont Lion selling Christmas trees and pancake breakfasts to give eyes exams and glasses to students in school who can't afford it; I'm the Treasurer of Preservation Delaware which is the statewide Historic, Cultural, and Architectural Preservation group; I'm the Secretary of the Newark Arts Alliance where I've been on the board for 8 years, since I graduated from UD; and I'm now stepping down from, but am the President of the Delaware Stonewall Democrats, a statewide LGBT advocacy group. It's actually because of my work with stonewall that I've formed relationships with surrounding Legislators and community leaders to work on and pass legislation; which is also why I'm most well-known for my social justice stances, but there's a lot more subjects that I care passionately about than just social issues.

My husband Dan went to daycare as the Buzz. When we were finding a place to live, we moved here because we love this community and we want to raise our family in this community. *I'm invested in our future.* The great neighborhoods, great schools, great art, great small businesses, and a chance for me to cook 1000 desserts for an Arden Dinner, all feed my passion for our district. I recognize the great qualities we have and challenges we face and I'm energized to work hard in the General Assembly to keep those qualities that make us great and improve on the challenges we face.

Thank you for your time -- if you want to know how to get ahold of me, all my contact info in on my website [Daiglefordelaware.com](http://Daiglefordelaware.com), or since half of you already have my cell phone just ask your neighbor.

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Joseph Daigle

Ray Seigfried - Democratic Candidacy for State Representative 7<sup>th</sup> district.

Ray read the following:

I want to take this time to talk with you, not as Chairman of Community Planning, but as a neighbor. Arden is a wonderful community to live in because it is a community. We know what it means to work together for a common purpose. At our best, we share a sense of civility. Though we are not always perfect, our structure of government provides the opportunity to meet, discuss and work out some level of answer. For all of this, I have cherished my experience working with all of you. During the past month a new opportunity has emerged for me which I have spent time reviewing. For several weeks, I have consulted with many of you about this journey and after much reflection based on the support of my wife, Mary, and your feedback, this morning I have filed as a Democratic Candidate for State Representative in our 7<sup>th</sup> district. I do so knowing that it will be difficult but also knowing that together we can make a difference for our state, county, district and our community here in the Ardens.

Thirteen percent of the state legislators have announced their retirement but the issues they confronted continue. This is why the 7<sup>th</sup> district deserves someone with leadership based on experience, someone who has a proven track record of community involvement.

For over two decades, I have served as SVP at Christiana Care Health System, an organization dedicated at restoring care to 1,000s of Delawareans and **because of this experience**, I know Healthcare.

For 10 years, I served on the board of the Wilmington Charter School, seven of those years as chairman and **because of this experience**, I know what it means for school boards to govern.

For the past several years, I have taught at Arcadia University in their Global School of Business Healthcare Administration and **because of this experience**, I know what it takes to be a teacher. Let me say, now that teachers do not need to be an armed security guard in addition to their profession of providing learning and character development to young men and women.

For the past five years, I have served on the Board of the Wilmington Hope Commission, a program focused on braking the chain of recidivism for young men and **because of this experience**, I know what it takes to improve our criminal justice system.

Finally, I know the importance of bringing new business and jobs to Delaware and just how important it is to keep our economy running strong. You have my commitment to fight for new opportunities throughout our state. What I bring to this campaign is, leadership, experience, and community involvement. What you will get from me is a person who has lived the issues and someone who will continue to be a community leader. I ask for your opinions, your help and yes, your vote and together we will make a difference.

Visitors – Thank you!

### **Motion Suspension of Agenda**

Warren Rosenkranz presented the following motion:

**Move** to suspend agenda and move **14.0 New Business – Amended Ordinance #14 (Additional Domicile Units) and 1<sup>st</sup> reading** to follow Board Of Assessors Report. No objections.

### **7.0 Town Chair’s Communication Report - Chair Jeffrey Politis**

Communications from the Chair.

Since the last town meeting....

1. Today is election day for the Village. I wanted to both thank those who have cast or will cast their ballot, as well as those willing to serve on a committee of the Village. It is through the service of our committee members that allows the Village to run. Thank you.
2. We have received the paperwork for mosquito control from DNREC. As we have agreed to spraying in recent years, I am planning to sign and return the agreement. Note that spraying for mosquitos does not automatically happen, but rather a request must be made to mosquito control from the Village.
3. The lawsuit regarding the purchase of the land at 5 Mill Race Road against the Village of Arden continues. Settlement talks were initiated, but it does not look like a settlement will be reached. The next step appears to take depositions followed by a court ruling. To date, the Village has incurred \$2,867.71 in legal fees and put down an additional \$7,000 to cover the next phases of litigation.
4. On March 14, 2018, I attended a Delaware League of Local Governments day in Washington, DC, where we had a chance to visit with our Congressional Delegation. I listened to Senators Coons and Carper address the opioid crisis as well as other topics, and Congresswomen Blunt-Rochester talk about her focus on Agriculture and on “future of work”. All three reminded the audience that they are there to help and that we should reach out if we need help. Senator Carper

mentioned the “4Cs” which I found particular interesting and useful as we head into our meeting tonight. The 4 Cs are Collaborate, Compromise, Community, and Civility.

5. In addition, I also had a chance to speak with other local governments. Talking to them puts the things we deal with in Arden into perspective. I hope that as we move through the year that we keep perspective on the “problems” in the Village. What we face in town – an active and engaged community with strong opinions - is a great thing, especially if we can keep perspective. From my perspective, I assume that everyone who serves on a committee, comes to town meeting, and voices an opinion does so for the good of the town. If we can all make that assumption, I believe that it will help us be respectful and civil.
6. Thank you to the Safety Committee for supplying the refreshments.
7. Lastly, a reminder that this meeting is being recorded and we ask that all comments be made at the microphone.

Let’s have a respectful and deliberative meeting. Thanks.

So submitted,

Jeffrey Politis

Town Chair, Village of Arden.

Chairman’s Communications Report – Thank you!

### **8.0 Trustee Report - Mike Curtis**

The Trustees have several items to report tonight:

#### **Finances:**

We have copies of the quarterly financial report available tonight. The amount of 2018 Land Rent collected as of today at noon is \$518,401.81. The total to be collected

is \$639,445.08. If you have any questions about your bill, please contact our assistant Julia McNeil (475-7980 or email [Trustees.of.Arden@gmail.com](mailto:Trustees.of.Arden@gmail.com)).

**2018 Application for Senior School Tax Rebate:**

The Senior School Tax Rebate is available. If you are over 65, or will be turning 65 by July 1<sup>st</sup> of the year, you apply.

The rebate will appear on a leaseholder's New Castle County School Tax bill, which is sent to the Trustees for payment. The Trustees rebate the amount that reduces the tax bill to the leaseholder. This can be up to a \$400 rebate annually.

New Castle County has other programs that may reduce a leaseholder's County and School property taxes based upon low income and/or disability. Any such reductions in a leaseholder's tax bill will also be rebated directly to the leaseholder.

You may apply for the rebates by calling New Castle County at 302-395-5520. The county personnel will walk you through the process.

Make sure you apply in a timely fashion to ensure that your paperwork is received before the deadline of April 30th so that your exemption can be approved and processed for the current tax year.

**Lease Transfers:**

There have been no lease transfers since the January meeting.

**Trustees Report – Thank you!**

**9.0 Treasurer's Report - David Michelson**

May 15th is schedule to start the Audit and the books will be closed. The Financials presented tonight is a "draft" because of a few more invoices that need to be recorded.

David reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of March 25, 2018, (copy of Statements minutes in Attachment section).

**Questions/Comments**

Carol DiGiovanni questions the roll of Bookkeeper and Treasurer positions and the funding of these positions.

David Michelson: Bookkeeper will perform fundamental accounting tasks such as paying vouchers and Treasurer duties will oversee bookkeeper and oversee overall Village Finances. Upcoming budget has funds for Secretary, Bookkeeper and Treasurer.

Jeff Politis, Town Chairman clarifies: Once bookkeeper is in place, then at the next Treasurer's election, we would consider if the Treasurer will be a paid position. This would be recommended to the Village. Until we have a process that we know works, the Treasurer is a paid position. The Treasurer's job when it started eight years ago is very different then it is today. It was a paid job back then and it has become increasingly more operational as we get multiple funds. We are trying to take care of the operational pieces through a bookkeeper and bring the job back to its original intent.

The bookkeeping position is already in Administrative budget which went through referendum process and has been approved.

Treasurer's Report – Thank you!

**10.0 Advisory Committee Report – Danny Schweers**

Report to Town Assembly from Advisory Committee

Danny Schweers, Chair

26 March 2018

The Advisory Committee met on Monday, March 5, to set the agenda for this meeting and to finalize tonight's ballot for the election of committee members and officers.

Draft minutes of that meeting are on the village website. If you did not get an agenda

delivered by the U.S. Post Office of tonight's meeting, please contact me or the Town Secretary.

Every year in March, our village elects officers and committee members. Nearly every year our village finds two people willing to serve for every one vacant committee position. We did that again this year. That means this evening's ballot has 44 names listed. That is about 14% of this village's residents. Four people have their names on the ballot twice, they are so eager to serve. To all of you willing to serve — thank you!

At our meeting earlier this month, the Advisory Committee agreed to follow up on a suggestion by Marianne Cinaglia. Each month going forward, the description of different committees' responsibilities will be submitted to the Arden Page. While this information is already on the Village website, putting it in the Arden Page will get it in front of residents' eyes. Safety Committee's description hopefully will appear in the April issue, with other committee descriptions to follow, one an issue, as long as that newsletter's editor chooses to publish them.

At our last meeting, I incorrectly stated that there is no policy in place for who should chair town meetings in the absence of the Chair of the Town Assembly. I introduced a motion to establish a policy that was then tabled. I have no intention of bringing that motion back up for discussion. Carol DiGiovanni, delving deep into the inner recesses of Robert's Rules of Order, has found that those rules cover the absence of the chair. From what the Rules say, if the chair wants to speak to an issue, the chair can simply appoint a chair pro tem to take their place temporarily. The chair would do the same if they had to leave the meeting early. If the chair is not there at the beginning of a meeting, then the secretary shall call the meeting to order, the first order of business being to elect a chair pro tem who would then chair the rest of that meeting. The Rules also cover the election of a new chair should the old chair be unable or unwilling to continue their term of office.

That concludes my report.

Danny N. Schweers, Chair,  
Advisory Committee

Advisory Report- Thank you!

### **11.0 Board of Assessors – Warren Rosenkranz**

March Town Assembly

The Board of Assessors has met on the prescribed dates.

Future meetings are:

April 12, 2018

May 10, 2018

May 24, 2018 Public Meeting

June 14, 2018 Public Meeting

Public Board 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.

Board of Assessors Report – Thank you!

### **12.00 Committee Reports presented in Ascending Order**

#### **12.1 Archives – Chair Lisa Mullinax**

Wondering about how to search through the thousands of Archives images on our website, [ardencraftshopmuseum.com](http://ardencraftshopmuseum.com) ? Our curator, Liz, will be conducting training on our online database, AirTable, on Wednesday, March 28, starting at 7:30 p.m. Bring your laptop.

Archives will be hosting a presentation by Dr. Thomas Guiler, manager and instructor of academic programs at Winterthur. The presentation on "Intentional Communities"



will be on Sunday, April 15, 4 p.m. at the Buzz Ware Village Center. Admission is free; donations to the Buzz always appreciated.

One of the missions of the Museum and Archives Committee is to support research into the history of the Ardens. To that end, we have formalized our research policies. If you are using the Archives for research, please review the policies and sign in so we can document the many research efforts that the Archives committee supports.

Regular hours at the Arden Craft Shop Museum are Wednesdays, 7:30 to 9 p.m. and Sundays, 1 to 3 p.m.

Lisa T Mullinax,  
Archives Committee

Archives Report – Thank you!

## **12.2 Audit** - Chair Cookie Ohlson

### Audit Committee Report

For March 26, 2018

On March 16, the Audit Committee reviewed the financial files and accounts for the Village of Arden. All is in order.

Helen “Cookie” Ohlson, Chair

Audit Report – Thank you!

## **12.3 Budget** – Chair Denise Nordheimer

Budget Committee Report January 2018

On Wednesday, January 17, 2018, the Arden Budget Committee convened its January meeting to discuss and formulate the 3-year look ahead. Additionally, we also discussed some suggestions from Arden resident, Larry Walker, on how he felt our

presentations could be improved. Mr. Walker's letter to the committee is attached to our draft minutes.

The committee also put into place a suggestion from member Warren Rosenkranz. Now, when committee chairs are asked to provide the amount they are requesting for the draft budget, they will also be asked whether there were any inter-committee transfers of funds to them during the past year. This is to make sure that the amounts committees are budgeting reflect their spending needs.

The work on the 3-year look ahead, was completed during the course of our meeting and that document will be presented to the Village at the April 2018 meeting, as is the custom.

Respectfully submitted,

Denise D. Nordheimer, Chair

Arden Budget for Fiscal Year 2018 and 3 Year Projections for Fiscal Years 2019 to 2022 are presented at the end of minutes per attachments.

### **Questions/Comments**

Capital Maintenance Fund approved at \$8,000. Cap at \$30,000. Probably 0 if the \$8,000 brings it to \$30,000.

Budget Report – Thank you!

### **12.4 Buzz Ware Village Center** – Co-Chairs Walter Borders, Denis O'Regan

No Motion will be presented.

BWVC Committee Report to the March 2018 Village of Arden Town Meeting

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

Community Event programs

- Business process re-design
- Peddlers, Potions and Practitioners Holistic Market Place

#### Community Event Programs:

As a reminder, the Buzz sponsors a number of classes: Strength & Mobility on Tuesday and Thursday; and a Yoga class on Saturday morning. There are regular programs too, for example, Coffeehouse, Art on the Town and Monday night art class, and other special events.

Our next special event is by the Archive Committee. It is on Sunday, April 15, from 4:00pm – 7:00pm. It will be a lecture on “Intentional Communities”, by Thomas Guiler, PhD. He is the Manager and Instructor of Academic Programs at Winterthur Museum. There will be a cookie and punch reception at the end. If you have an idea for a special event or would like to organize a program, please go to our website – [www.ardenbuzz.com](http://www.ardenbuzz.com) – and submit a “Community Event” request form.

Business process re-design: Denis and I, with the help of the Treasurer David Michelson, have discovered a number of instances where the building had been repeatedly used without payment and other irregularities. The committee has begun discussing what it can do to prevent un-authorized activity. Some of the ideas discussed are:

increase the size of the committee from 5 to 7; create committee assignments to track particular business activities; use software to manage business in tight coordination with future village bookkeeper position. The Buzz hosts over 600 separate events each year. The end goal of a business process redesign is to be sure of what we know about how the building is being used, is true and verified.

#### Peddlers, Potions and Practitioners Holistic Market Place:

Planning has already begun for our 13th annual Peddlers, Potions and Practitioners Holistic Market Place at the Arden Fair. All the income collected goes directly into

our Buzz Ware Village Center renovation fund. If you or someone you know is interested in vending or volunteering, please contact Toby Ridings, our vendor relations coordinator. The planning committee is forming now. More details at [www.ardenbuzz.com](http://www.ardenbuzz.com)

#### 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, go to the Buzz Ware website under “Contact”, or email us at [BWVC@arden.delaware.gov](mailto:BWVC@arden.delaware.gov). You can make comments, submit an idea for a community event or volunteer.

Again, we want to thank all those who volunteer their time and resources to support the Buzz and the ongoing activities. Additionally, I want to thank those of you who have donated money to the Buzz. In particular, I'd like to thank the Georgists for their impressive donation from their recent series of economic classes, another Community Event based project.

However, before I sign off. I want to mention that Randy Hoopes and I are leaving the committee. I will have spent four years on the committee, the last year or so, trying to fill in for Steven Threefoot as Committee Co-chair. It's been an education for me to be a part of every component of the Village of Arden community life. I want to thank my committee colleagues and particularly Denis O'Regan, my co-chair. In the last several years I have often had to travel and miss meetings. In Denis. I had a reliable partner to provide coverage. His good humor and deep business experience many times provided the solution to the problems the Buzz faced. I will miss that part of the job! Thanks, Denis!

My four years pale against the number that Randy has served. He's been on the committee for **1000** years. Actually, 12 years. He's been a leader on the ongoing battle that is Buzz Maintenance and a core member of the PPP Fund Raiser. With his help, PPP has raised over \$70,000. This is money the Village did not have to pay. PPP dollars have bought all manner of equipment for the Buzz: tents, tables, and tablecloths, much of which is stored in his garage. So, in a very important way, due to his generosity, he will still be serving the Buzz and the Village. Thank you, Randy and good luck. Hopefully you'll be running again for Buzz Ware soon!

Respectfully submitted,

Walter Borders

Co-Chair Buzz Ware Village Committee

**Denis O'Regan read the following tribute to Walter Borders**

Walt Borders on BWVC

Town Meeting 3/26/18

I joined the Buzz Committee in 2016. I quickly learned that it is a day-to-day business, with a lot to do. Walt and I have served as Co-chairs.

Walt was elected to the Buzz Committee in 2014 and has served admirably for these four years. A small snapshot of what he's done includes:

- He's overseen the addition of the Arden Building and Loan as a long-term, and quite possibly permanent renter, which will help keep the lights on in the entire building.
- He's managed the exterior renovation, which included tasking and directing demolition, gutter work, other prep work, and myriad details, not to mention the additional Special Meetings of the Committee needed for the project, that has the Buzz looking great.
- On the technology end, Walt brought his considerable professional knowledge and experience to bear on the website, by adding new pages and functionality.

He has added google metrics, harvests the data, and produces useful information. He has graciously offered to serve as webmaster going forward, and we have happily accepted.

- There have been issues to navigate, checks and cash to count, including coins, details to track, communications to manage, and countless hours worked, week in and week out, for a building that is unlocked and used almost every single day in fulfillment of our mission.

He has put the Buzz Ware Village Center first. I hope that many will join me in thanking him for his hard work and a job well done.

### **Questions/Comments**

Buzz Committee is waiting for insurance check to replace bulletin board that was plowed down. Civic committee along with FOIA coordinator are working on where to post notices of monthly meetings and agendas outside of BWVC till a permanent bulletin board is provided. (This information is on Village website and in Arden Page monthly newsletter (monthly meetings are the same time & day each month)).

Solar meter status - Warren Rosenkranz helped to reinitiate solar credit. The Village signed up to sell their solar credits, but have not been calling them in. Last month, Jeff called them in and we have received money for our credits. Process going forward, with Jeff Politis working with the BWVC Committee to figure out the process. He will make a report to the town.

Further explanation of “Significant amount of unauthorized use of the BWVC”. The Committee contacted the organization that used the BWVC and they are willing to pay for those sessions they have used.

Buzz Ware Village Center Report – Thank you!

**12.5 Civic – Co- Chairs Ed Rohrbach, Al Marks**

Civic Committee Report March 26, 2018

We had a number of snow events this quarter and had the streets plowed three times. We also had our contractor spread salt on the bad spots several times.

The first of these storms brought down a number of trees and caused extensive power outages. There are a lot of branches and debris still scattered around on the public lands and we have arranged for our landscape contractor to clean it all up.

We also began a program of improving the overflow parking area on Sherwood Green by removing some of the asphalt pavement, regrading, and replacing it with crusher run. We also graded the adjacent grassy area that was extensively damaged by parking on it in a rainstorm. We intend to stabilize this area with a landscape material designed to allow occasional parking without damage, sometime soon.

We would also like to plant three new shade trees on the Village Green in the play area at Green Lane and Cherry Lane. These would be Sugar Maples: very nice, well-behaved shade trees, which have spectacular color in the fall and which will dress up the whole green.

In order to try to get a handle on the many trees that are overhanging our roadway we hired a tree service for a nine-hour work day to travel around and trim the trees overhanging the roads to at least the highway standard of 13.5ft. In order to make sure that this work was carried out as sensitively as possible, I personally accompanied the crew the entire day and directed them where to make the cuts. We trimmed all the trees around the Village Green, and the entire length of Millers Road within the Village of Arden in the time we had. We did encounter one aged maple tree on Woodland Lane that was planted much too close to the roadway, was directly under

the power lines and had extensive decay in the overhanging branches which ran all the way back into the trunk. It is doubtful that the trimming we did will be enough to save this tree, but our mission that day did not include removing trees or heroic measures to save ailing trees. In my judgment it would have been a foolish misuse of the \$2,500 expense to bypass one of the biggest overhangs in town so we did what had to be done to complete the job. We trimmed hundreds of branches that day, and this was the only one anyone commented on. In fact, I believe the crew did such a sensitive job that most people did not even notice most of it. I have worked many hours of my personal time pruning the trees and cleaning up undergrowth and invasive weeds on the public lands of Arden, just because I know how to do it, and no one else is doing it. If anyone in Arden thinks they want this job, they are welcome to it. I am tired and would love to retire.

Respectfully submitted,

Edward Rohrbach,

Co-Chair

### **Questions/Comments**

#### **Civic Committee Performed the following maintenance to Sherwood Green parking area**

The paved section across from the Gild Hall was in disarray. On the existing paved section, Civic lifted asphalt up and replaced it with Crusher run (CR-1).

Civic did not widen the parking area. Civic cleared debris/overgrowth from the parking area adjacent to Phillips leasehold, which uncovered asphalt. This resulted in wider surface area (the original wider parking area) before it was narrowed by the overgrowth that encroached over time.

They also graded the adjacent grassy area that was extensively damaged by parking on it in a rainstorm. They intend to stabilize this area with a landscape material (web) designed to allow occasional parking without damage and allows the grass to grow up through it, sometime soon. Civic is in the process of preparing a proposal, along with



financial assistance from the Arden Club, to present with fact finding information at the next Town Assembly meeting.

The question is - **What is any committee allowed to do within the prevue of that committee?**

Many expressed concern about “management of Greens” and feel that the Greens are under threat because they are not treating as Greens. Biggest threat is not dealing with our parking issues. Allowing the Greens to be used on a regular basis for car traffic, a purpose for which they were never intended. If major changes are going to be made in the maintenance of the Greens, in order to solve this problem, the town needs to know about it. These concerns led to making a motion presented by Sadie Somerville as follows:

**Motion:** Civic to bring any plans for any Green improvement or parking to the town meeting for approval. All work related to parking stops until town assembly approves. (Verified quorum).

Sadie requested to **table** original motion.

Original motion tabled, ayes have it (there was no amended motion presented).

### **Final Comment**

The Chairman asks Civic to recognize that there is a tremendous amount of concern over the Greens, over all things that have significant value and appearance to the community. Before you (Civic Committee) do any work that has significant change to the Greens, bring it to the Town and request to abide by that.

Maple tree on Woodland Lane

Civic reported

“We did encounter one aged maple tree on Woodland Lane that was planted much too close to the roadway, was directly under the power lines and had extensive decay in the overhanging branches which ran all the way back into the trunk. It is doubtful

that the trimming we did will be enough to save this tree, but our mission that day did not include removing trees or heroic measures to save ailing trees”.

Mandy Tocco was very upset about Civics approach of lopping the branches aggressively off of this beautiful majestic tree and felt Civic lacked sensitivity when trimming trees. She had much support and they felt that this tree was healthy. Carol Larson sympathized with them but supported that the tree truly had extensive decay and will need to be removed.

Civic Report – Thank you!

## **12.6 Community Planning – Chair Ray Seigfried**

### **Community Planning Report for March 2018**

**A. 16 Ravine Road** At our January Town Meeting, CPC presented a motion to bring back to Town Assembly a plan purchase agreement for a 16 Ravine Road parcel #0604600029 Highland Woods adjacent to the Arden forest, but since that time an agreement is in process which we believe will result in the sale of this property.

### **B. Modification to the Arden Deed of Land 1973**

To address the confusion of which Deed CPC is referring to we do not mean the Deed Of Trust. Our focus is only on the Deed of Land 1973 from the Trustees to the Village. CPC had an open meeting in February which was productive and the committee obtained several questions about the change that we are exploring with the County Land Department. We hope to have progress on this for the next Town Assembly meeting.

### **C. Sub-Division**

Mike Curtis attend our February meeting and presented a request for CPC to review regarding the possibility of sub-division of an existing leaseholder. We had planned to address this issue but due to the snow we had to cancel our meeting in March. We will address this concern over the next few months.

**D. Transformational Sub Committee**

No new up-date from this committee.

**E. Vacant Housing results**

For 2017 we had 6 houses that were identified as vacant. Two have registered. Four have not and we are in the process of filling a lien on the 4 houses in accords with the Ordinance.

**F. Community Garden and Memorial Garden annual reports**

Both have submitted their plans and should be posted to our web page shortly.

Community Planning Report – Thank you!

**12.7 Forest – Chair Carol Larson**

Forest Committee Town meeting report, March 2018:

**Annual Forest CLEAN-UP!** Saturday April 14<sup>th</sup>! As part of the Christina River Watershed Clean-UP, we'll be strolling through the woods taking out trash and garlic mustard. Meet at Buzz picnic tables at 9:00 before heading out for coffee and goodies.

**Tree City Proclamation:** Ten years as a Tree City! Our Tree City status demonstrates that Arden values our trees and recognizes their value to our community. Be proud of our 73% canopy! Supported by the Arbor Day Foundation. With the tree loss from our winter storms, please consider replanting with appropriate trees that suit your site. Trees improve our environment, cooling and filtering air and

water. The Forest Committee can order trees wholesale. We'd like to maintain our tree canopy with young and healthy trees.

**Arbor Day celebration will be on Saturday, April 28** where the Ardens forests will be designated as an Old Growth Forest, including Ardentown and Ardencroft. The Old Growth Forest Network is a non-profit charitable organization founded to preserve, protect, and promote the last stands of old forests. Meet at Indian Circle at 1:00 pm for the presentation and root beer. We'll have a contest to find the largest tree and the oldest tree.

**We are working on opening paths** from downed trees and are nearly finished. There were uprooted trees suspended and on the ground. Please watch for any leaning trees we may not have spotted when walking paths in the woods.

Our Sherwood Forest restoration is on hold until the weather lets up and trees are cleared.

Forest Report – Thank you!

## **12.8 Playground** – Chair Ruth Panella

Playground Committee Report, March 26, 2018

Our committee last met on February 7, and now that spring is to come we will be resuming our monthly meetings starting in April. Playground equipment has been inspected; all items were adult-tested and determined to be in safe condition.

Maintenance matters include the purchase of a replacement rim and net for the basketball area, 24 cubic yards of playground-grade mulch for the Sherwood Green, and completion of the painting of the two horses to be replaced on the Arden Green. Due to the winter storms, clearing away of twigs and branches has been ongoing.

The year now past has been a very good one in that all members deserve thanks for their commitment and involvement.

Respectfully submitted,

Ruth Panella, Chair

Playground Report – Thank you!

**12.9 Registration** – Chair Cecilia Vore

March 26, 2018

Report to the Town Assembly

Registration Committee

The committee conducts the annual election of Committees and Officers tonight.

Absentee Voting was in place for this election.

Votes will be counted on Tuesday, March 27, in room 3 of the Buzz Ware Village Center at 7pm, following a short committee meeting. The public is invited to attend.

The committee needs extra help with the vote count and appreciates volunteers.

Results will be posted on the Village website and bulletin boards.

Respectfully submitted,

Barbara Macklem

Registration Report – Thank you!

**12.10 Safety** – Chair Brooke Bovard

Safety Committee Report 3/26/2018

Welcome all to March, coming in (and loitering around) like a lion.

The Safety Committee has been continuing with our monthly meeting, despite the challenge of weather. We have been planning for our summer work season and responding to community complaints. We appreciate the work all of you do in looking out for your neighbors.

We have a sizable sign order coming. Much of this will be devoted to traffic calming on Harvey Road, and safe maintenance of the bike lanes on Marsh. This represents a real step forward, after years of tedious argument with DelDot, and we are thrilled to be able to take control of these areas. We appreciate the faith of those of you who have funded us so that, when the jurisdiction has finally been settled, we can take action. Thank you.

We are soliciting bids for a sign installer. Anyone interested in this job, please contact a member of the Safety Committee. Flexible hours.

Be kind to one another.

Yours,

Brooke Bovard

For the Safety Committee

### **Questions/Comments**

#### Parked Storage container

Safety is investigating storage container parked on the street. Request Safety to look into Fire Marshall's recommendation about container that smells like fuel oil. Creates other problems: hard to snow plow around it, fire hydrant is located nearby, and fire truck hard to maneuver around it.

#### Ramp Closing

Close ramps at Marsh and Interstate 95 for eighteen months to widen them and install ADA pedestrian traffic cross walk by widening. This construction covers a 200-yard

radius and then everything goes back to normal traffic patterns. Do not know start or end date as of yet. Estimate car volume is 7,100 per day. DelDot believes this traffic will be diverted to Concord Pike. However, Safety Committee believes the Ardens (Harvey, Millers, Marsh & Veal) will feel vastly increased traffic volume on our streets. Slow Down signs will be posted. Safety has requested DelDot to include in their instructional materials to use Naaman’s Road as well as Concord Pike.

Safe Town Assembly Meetings

Safety Committee has been charged (March Advisory Meeting) with answering this question. Specifically, what do we need to feel safe at the meeting? The Safety Committee is planning on discussing it at next Safety meeting. Safety Committee welcomes all to attend or submit to safety your suggestions/opinions.

Safety Report – Thank you!

**13.0 Old Business** – Tabled Motion: Temporary and Permanent replacement of Town Chairman.

Not interested in bringing this up.

**14.0 New Business – Amended Ordinance #14 (Additional Domicile Units) and 1<sup>st</sup> reading.**

Warren Rosenkranz, I move that Ordinance-#14

***Change from:***

**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 pre existing 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.

***TO:***

**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 pre existing 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, [b] the domicile was built prior to May 1,2007. Leaseholds who wish to build ADUs after this process is completed need to obtain approval by the Trustees and New Castle County.

**The change**, deleting the words "**the Village**" from the original Ord. #14, will align Ordinance #14 with and improve the durability of the Motion passed September 2017. Nothing else in Ordinance #14 is changed in this motion.

To address "Why" change the Ordinance #14

When the additional ADUs Ordinance was approved it said "we added the privilege" to all leaseholds. If the Assessors are going to use that "privilege" going forward, then the key question is – Does the Village need to be involved?

By changing the Ordinance, it is not just a simple motion that can flip it back and forth between" privilege" or "not a privilege". When it is in an Ordinance, it is more permanent. Which also mean if the Village wants to change that, then the Village will have to go through three Town Meetings and makes the process more concrete.

**Comments**

Carl Falco – If the Ordinance is changed and a leaseholder wishing to build an ADU,



then they would only need approval from Trustees and New Castle County. The village is ceding all the decision making to Trustees and County rules.

The motion allowed a certain kind of ADU (one attached ADU). The way the motion reads now, Trustees can allow leaseholders do what they want? Only if the county allows it. What was passed last time in a motion was part of the county code (attached ADU). If it needs to be detached or non-owner occupied, then it would have to go through a variance process through the county unless the county code changes.

Brooke Bovard - From an Assessors point of view - If this privilege is only available to owner occupied leaseholds, then it does not qualify as a privilege that pertains to everybody and suggest looking at this again.

Jeff Politis - Suggest if you have any changes, to present them to Warren. This counts as the first reading.

### **Old Business - Other**

### **Questions/Comments**

Carol DiGiovanni lists of questions for Village Secretary:

1. Where have committees been posting their meeting times and agenda at BWVC since bulletin board was run down? (This was addressed in Q & A section of BWVC report this evening, and Jeff addressed this with Carol before meeting). Same answer.

2. The Village Secretary appointed herself the “maintenance person” for the Village website and further states that she believes this is a new position that should have come before the Village for their approval.

This is not a new position and the secretary did not appoint herself “maintenance

person” for the Village website. Part of the Secretary’s job description is maintaining Village records. Records include not only hard copy but also other formats such as electronic format per the Village website. Carol disagrees.

3. Forest Plan can be obtained by contacting Committee (maybe posted Village website). Carol disagrees.

4. How long do you keep voice recording after Town Meetings? (For the record, this was addressed with Carol once before). Once the minutes are approved, the recording of the TA minutes can be erased or taped over. The written Town Assembly Minutes are approved at the next Town Assembly Meeting not the recording. Historically, the recording of the minutes has never been part of the voting process to approve minutes. Carol disagrees.

Limit five minutes per person for questions. Carol will have to present her remaining list at another time.

Barbara Henry - Memorial Garden cleanup will be Saturday, April 28.

### **15.0 Good & Welfare**

Brooke Bovard, a very proud mother (and rightfully so) announced that Tiernan has received his last notification for college. He is now **10 for 10**. YEA!

### **16.0 Motion to Adjourn**

Seconded Adjournment meeting at 10:32 p.m.

Respectfully submitted,

Elizabeth Resko,

Town of Arden Secretary

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting  
All are welcome hither

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

Attachments Follow next page

**Arden Trustees  
Financial Statements  
Town Assembly Meeting  
As of March 25, 2018**

**Current Assets**

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Arden B&L Bequest Funds	\$28,398.91
Vanguard Bequest Funds	208,368.67
Arden B&L (Reserve)	138,270.78
M & T Checking Account	89,381.77
Vanguard Money Market	432.86

---

**Total Cash & Equity** **\$464,852.99**

Land Rent Receivable 14,531.52

---

**Total Current Assets** **\$479,384.51**

**Income & Expenses**

---

**Income Mar 25-2017-Feb 24, 2018**

---

Land Rent & Related Income	<b>\$634,803.87</b>
Other Income-All Sources	7,958.12

---

**Total 2017-18 Operating Income** **\$642,761.99**

---

**Expenses Mar 25-2017-Feb 24, 2018**

---

Village of Arden	\$145,000.00
General Trust Administration	18,972.85
New Castle County Taxes	437,424.94
Tax Rebates	41,134.27

---

**Total 2017-18 Expenses** **\$642,532.06**

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UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Position  
As of March 24, 2018

Checking/Savings		Notes
1000 - TD Bank	73,988	
1005 - Capital One 360	113,490	
1010 - TD Bank MSA Checking Account	7,376	Municipal Street Aid
1032 - Arden Building & Loan	42,341	BuzzWare \$528, Lecture Series \$721, Schroeder Bequest \$15,933, Village 25, 159
1050 - Raymond James - net value @ 3/24/18	331,247	Schroeder Bequest - initial investment \$301,002
<b>Total Cash</b>	<b>588,441</b>	
<b>LIABILITIES</b>		
2000 - Accounts Payable, Current Liabilities, PR Tax Payable	24,076	
2300 - Mortgage - AB&L Avery Property	20,893	15 yr note at 7% for \$150,000 began 4/28/04 - balance at 4/1/18 \$3,127.53
<b>FUND BALANCES</b>		
Buzz Ware Renovation Fund	28,517	
Lecture Series	721	
J Schroeder Bequest	347,178	
Memorial Garden	13,864	
Municipal Street Aid	7,076	
Capital Maintenance Fund	22,180	
Village - Prudent Reserve as of the date of this statement	44,151	Prudent Reserve Balance @ 3/24/15 = \$90,249 Prudent Reserve Balance @ 3/24/16 = \$106,644 Prudent Reserve Balance @ 3/24/17 = \$71,283
Vacant Dwelling Fund	24,539	
Buckingham Green Settlement Fund	50,043	
Trustees of Arden Donation	6,096	

March 26, 2018

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Activity  
As of March 24, 2018

	<u>3/25/17-3/24/18</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
^ 4000 · General Funds - Village	135,000	-		
> 4100 - Donations, grants, rentals	1,780	-		
+ 4510 · Franchise Fee Receipts	18,013	15,100		
4900 · Interest Income	449	-		
<b>Total Revenue</b>	<u>155,242</u>	<u>15,100</u>		
<b>Expenses</b>				balance left in budget
6000 · Payroll & Payroll Taxes	11,885	13,298	89.38%	1,413
* 6300 · Administrative Expenses	28,098	43,670	64.34%	15,572
8000 · Committee Expenses - see detail below	71,193	82,850	85.93%	11,657
8010 · Contributions & Donations	5,650	5,650	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	60,042	57,600	104.24%	(2,442)
! 9000 · Debt Service	16,180	16,176	100.03%	(4)
<b>Total Expense</b>	<u>193,049</u>	<u>229,244</u>	<u>84.21%</u>	<u>36,195</u>
<b>Surplus (deficit)</b>	<u>(37,807)</u>	<u>(214,144)</u>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	200	0.00%	200
Archives	1,868	1,800	103.79%	(68)
Assessors	56	100	55.80%	44
Budget	-	100	0.00%	100
Buzz Ware - general operating support	-	5,000	0.00%	5,000
Civic	56,882	58,000	98.07%	1,118
Community Planning	64	1,000	6.36%	936
Forest	5,198	8,000	64.98%	2,802
Playground	3,803	4,000	95.08%	197
Registration	203	250	81.40%	47
Safety	3,119	4,400	70.89%	1,281
	<u>71,193</u>	<u>82,850</u>	<u>85.93%</u>	<u>11,657</u>

+ Comcast = \$4,909, Verizon = \$4,920, Suez Water \$8,184

^ Trustee's transferred \$145,000 land rent to Village - \$10,000 was allocated to Capital Maint Fund

\* Includes insurance premiums of \$12,218 & legal fees of \$9,868

> Includes Field Theatre rental revenue of \$100 + DNRC grant of \$1,680 for Forest Committee

! Includes \$915 in mortgage interest and \$15,265 towards principal

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

	Special Village Funds								
	BuzzWare 3/25/17-3/24/18	Buzz renovation 3/25/17-3/24/18	Hamburger Leofure Series 3/25/17-3/24/18	J. Schroeder Bequest 3/25/17-3/24/18	Memorial Garden 3/25/17-3/24/18	M&A 3/25/17-3/24/18	Capital/Main/R epalFund 3/25/17-3/24/18	Vacant Dwelling Fund 3/25/17-3/24/18	Buckingham Green Fund 3/25/17-3/24/18
<b>Revenue</b>									
4000 - General Funds - Village	2,400	-	-	-	-	-	10,000	-	-
4010 - Donations	3,525	2,000	-	-	4,178	-	-	-	-
4100 - Program Revenue	8,290	-	-	-	-	-	-	-	-
> 4300 - Grants	-	-	-	10,000	-	16,276	-	-	-
4400 - Rentals	25,225	6,099	-	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-	-	3,600	-
‡ 4900 - Interest & Dividend Income	66	-	-	3,828	-	-	-	-	-
8REC	-	1,296	-	-	-	-	-	-	-
8900 - Unrealized gains on investments	-	-	-	19,000	-	-	-	-	-
<b>Total Revenue</b>	<b>39,606</b>	<b>9,395</b>	<b>-</b>	<b>32,828</b>	<b>4,178</b>	<b>16,276</b>	<b>10,000</b>	<b>3,600</b>	<b>-</b>
<b>Expenses</b>									
8000 - Payroll & Payroll Taxes	21,347	-	-	-	-	-	-	-	-
8300 - Administrative Expenses	910	-	-	-	-	-	-	-	-
8310 - Janitorial Supplies	703	-	-	-	-	-	-	-	-
7920 - Utilities (gas, electric, water, telephone)	4,341	-	-	-	-	-	-	-	-
7990 - Licenses/Permits/Fees/Alarm/Monitoring	867	-	-	-	-	-	-	-	-
7900 - Repairs & Maintenance	1,884	-	-	-	-	-	-	-	-
x 8000 - Program Expenses	7,961	1,148	1,427	102,795	2,165	10,200	-	-	-
<b>Total Expense</b>	<b>38,012</b>	<b>1,148</b>	<b>1,427</b>	<b>102,795</b>	<b>2,165</b>	<b>10,200</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>1,594</b>	<b>8,247</b>	<b>(1,427)</b>	<b>(69,967)</b>	<b>2,013</b>	<b>6,076</b>	<b>10,000</b>	<b>3,600</b>	<b>-</b>
<b>Carried forward fund balance</b>		<b>20,270</b>	<b>2,148</b>	<b>417,145</b>	<b>11,851</b>	<b>1,000</b>	<b>12,180</b>	<b>20,939</b>	<b>50,043</b>
<b>Fund balance</b>		<b>28,517</b>	<b>721</b>	<b>347,178</b>	<b>13,864</b>	<b>7,076</b>	<b>22,180</b>	<b>24,539</b>	<b>50,043</b>

x The Schroeder Bequest expenses include the purchase of 6 Mill Race Road  
‡ dividend and oap gains net of investment advisory fees of \$3,188  
> Municipal Street Aid grant received August 2017

Line#			2018-2019	2019-2020	2020-2021	2021-2022
		NO TE	Approved Budget	Forecast	Forecast	Forecast
1	<b>TRUSTEE'S NON-BUDGET EXPENSES</b>					
2	Property Taxes					
3	County (Property + Crossing Guard)	1	\$90,041	\$92,742	\$95,524	\$98,390
4	School (Brandywine + Votech)	1	407,989	420,229	432,836	445,821
5						
6						
7	Trustees Administration (Details below)	2	26,787	27,590	28,418	29,270
8						
9	<i>Audit</i>		5,168	5,323	5,483	5,647
10	<i>Insurance</i>		0	0	0	0
11	<i>Professional-Legal</i>		6,166	6,351	6,542	6,738
12	<i>Operations &amp; fees</i>		12,981	13,370	13,771	14,184

13	<i>Office Rent</i>		2,472	2,546	2,623	2,701
14						
15	<b>SUBTOTAL TRUSTEE'S NON-BUDGET EXPENSES</b>		<b>\$524,816</b>	<b>\$540,561</b>	<b>\$556,778</b>	<b>\$573,481</b>
16						
17						
18	<b>TOWN NON-BUDGET EXPENSES</b>					
19	Trash & Special Pickup	3	\$61,108	\$62,941	\$64,829	\$66,774
20	Operations & Fees	4	21,020	21,381	21,752	22,135
21	Audit		7,500	7,500	7,500	7,500
22	Printing, postage, phone, internet		1,500	1,500	1,500	1,500
23	Insurance		12,020	12,381	12,752	13,135
24	Legal fees		15,000	15,000	15,000	15,000
25						
26	Long Term Debt(Sherwood Forest)		4,100	0	0	0
27						
28	State Aid and Grants	5				
29	Municipal Street Aid		16,731	16,731	16,731	16,731
30						
31	Town Expenses	6				
32	Secretary		5,725	5,725	5,725	5,725
33	Treasurer		5,725	5,725	5,725	5,725
34	2017/2018 Office Upgrade		0	0	0	0
35	Bookkeeping and Payroll Tax Services		5,150	6,505	6,700	6,901
36	Town Payroll Taxes		1,848	1,848	1,848	1,848
37						
38	Buzz Ware Village Center Operations	7	33,500	34,505	35,540	36,606
39	Buzz Ware Village Center Commitment	8	2,000	2,000	2,000	2,000
40						
41	<b>SUBTOTAL TOWN NON- BUDGET EXPENSES</b>		<b>\$171,907</b>	<b>\$172,360</b>	<b>\$175,850</b>	<b>\$179,445</b>
42			<b>2018-2019</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2018-2019</b>
43		<b>NO TE</b>	<b>Approved Budget</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>
44	<b>BUDGET EXPENSES</b>					
45	Advisory		\$200	\$200	\$200	\$200
46	Archives	9	1,800	1,800	1,800	1,800
47	Assessors	9	100	100	100	100
48	Budget	9	100	100	100	100



49	Buzz Ware Village Center Support	10	5,000	5,000	5,000	5,000
50	Capital, Maintenance, and Repair Fund	11	8,000	10,000	10,000	10,000
51	Civic Committee	12	58,000	59,740	61,532	63,378
52	Community Planning	9	1,000	1,000	1,000	1,000
53	Forests	13	8,000	8,000	8,000	8,000
54	Playground	9	4,000	4,000	4,000	4,000
55	Registration	14	300	300	300	300
56	Safety - General&Speed Enforcement	14	4,400	4,400	4,400	4,400
57						
58	Donations	14				
59	ACRA		2,000	2,000	2,000	2,000
60	Arden Page		500	500	500	500
61	Arden Library		1,200	1,200	1,200	1,200
62	Fire Companies		1,600	1,600	1,600	1,600
63	Arden Club Donation		500	500	500	500
64						
65	Contingencies	15	10,000	10,000	10,000	10,000
66						
67	<b>SUBTOTAL BUDGET EXPENSES</b>		<b>\$106,700</b>	<b>\$110,440</b>	<b>\$112,232</b>	<b>\$114,078</b>
68						
69	<b>TOTAL TOWN EXPENSES</b>		<b>\$278,607</b>	<b>\$282,800</b>	<b>\$288,082</b>	<b>\$293,523</b>
70						
71	<b>TOTAL TRUSTEE &amp; TOWN EXPENSES</b>		<b>\$803,423</b>	<b>\$823,361</b>	<b>\$844,860</b>	<b>\$867,004</b>
72						
73						
74	<b>Expected Offsetting Income</b>	16				
75	Municipal Street Aid		\$16,731	\$16,731	\$16,731	\$16,731
76	Buzz Ware Village Center Operations		33,500	34,505	35,540	36,606
77						
78	<b>Other Town Income</b>	17				
79	Interest and Other Income		23,050	23,050	23,050	23,050
80						
81	<b>TOTAL Offsetting Income</b>		<b>73,281</b>	<b>74,286</b>	<b>75,321</b>	<b>76,387</b>
82						
83	<b>Additional income required</b>	18	<b>\$730,142</b>	<b>\$749,075</b>	<b>\$769,539</b>	<b>\$790,617</b>
84						

85	<b>Place-holder budget item</b>	19				
86	Town Legal Expenses		\$15,000	\$15,000	\$15,000	\$15,000
87	Contingencies		10,000	10,000	10,000	10,000
88	Buzz Ware Village Center Support		5,000	5,000	5,000	5,000
89	<b>Total Place-holder budget item</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
90						
91	<b>Final Deficit</b>	20	<b>\$700,142</b>	<b>\$719,075</b>	<b>\$739,539</b>	<b>\$760,617</b>
92						

Corrections provided after Town Assembly:

Line 42 read "2018-2019" all the way across, now the correct years are inserted

Line 54 (Playground) - Ruth Panella had actually given me their 3-year projections (increased for 2 years by \$100 per year), those are now inserted.

Line 87 - "Contingencies" will indeed be fully funded this year with the addition of \$8,000, so I have zeroed out the \$10,000 from the upcoming projections. If we spend something, we can always put it back in.

December 6, 2017

TO: Budget Committee  
FROM: Larry Walker   
SUBJECT: Suggestions for Budget Report and Three Year Projection Report

I have some suggestions, and some of these had been implemented on reports for previous years. However, they have gone by the wayside in recent years, and who knows why??

1. On the DRAFT REPORT that you make to the Town Meeting, I suggest that there are row numbers for each line of the Report on the left side of the page. Then, a questioner or committee chair can refer to "Line 43" instead of saying "special line item for the Forest Committee." It is much easier to find a row line number than a category on a report that you are not familiar with.

Then, when the Proposed Budget is submitted for Referendum, you can take out the column of "line numbers" in the final Report.

2. There is a big difference between a "Budget" amount and a "Proposed" or "Projected" amount on your Reports. The Town votes only on the Budgeted amount, and has no control over the Projected expenses, like NCC Real Estate Taxes, School Taxes, Trustee Expenses, etc. The County, nor the Trust, nor the school levy must stick to budget, so it must be a proposed amount. The Proposed or Projected Expense amounts are only given for information to the Residents to help them better understand how the "Budgeted" amounts fit into the larger financial picture for the Town and Trust. Those headings on those categories should be projected or proposed, and never "budget." I would suggest you "shade" everything on the page, except the "Budget" amounts for the individual committees which have been approved by the Referendum for that year. You can remind them that the "unshaded" area is the only thing that they will be voting on.

On the Three Year Projection, you should NOT put in your estimates, or any estimate, for the amount of Land Rent to be collected. It is the task of the Board of Assessors to come up with those figures, and it should not be the role of the Budget Committee to make a determination/estimate of what a future Board of Assessors will decide. There should be no row for Land Rent.

So, all of the "PROPOSED" or "PROJECTED" amounts, like Trustee Expenses, Town Expenses like mortgage payments and trash collection, Land Rent to be collected, etc. will be shaded, and the Town Meeting can be reminded that the amounts in the "gray" areas are only estimates and not firm figures that must not be exceeded.

These suggestions will hopefully make the presentation of your DRAFT Reports to the Town Meeting clearer, and make it easy for Residents to refer to a line item or an amount under discussion.

TOWN ASSEMBLY VILLAGE OF ARDEN

Date 3-26-18 Page

SIGN IN SHEET

Please sign your name clearly

Thank you.

PRINT

NV after your name = non-voter

1. JAN WESTERHOUSE

2. Tom WEEBER

3. Mike Curtis

4. Simon Hawes

5. KATE SAYER

6. MARVIN SAYER

7. STELLA HANCOCK

① →

8. Brooke SUSAN

9. CAROL DiGiovanni

10. Michael Oakes

11. CAROL LARSON

12. GARY R. QUINTON

13. DAVID A. MICHELSON

14. Pat Pyle

15. Ed Rohrbach

16. AL MARKS

17. Mark Wood

18. Jill Althouse-Wood

PRINT →

19. Janet Howard

20. MARY LARSON

21. Walter Borders

② →

22. Janifer Borders

23. Marjorie Kauts

24. Maria Barslem

25. Alan Barslem

26. Hugh Barslem

27. Denise Norckem

28. Deborah M. Ricard

29. Warren Rosowick

30. BARBARA ANNE MACKLEM

31. DANNY SCHWEERS

32. Ray Seigfried

33. Mary Margy

34. Pete Congo

35. Rodney Jester

36. Sadie Somerville

37. Marianne Anaglia

38. Michelle Lauer

39. Seth Kushner

40. Ron Meick

41. Ruth Panella

42. Sam Pank

43. Brock Doyant

Print Name

TOWN ASSEMBLY VILLAGE OF ARDEN  
DATE 3-26-18

Print Name

- 44 ELAINE Hickey
- 45 Lisa Mullinax
- 46 Gary Mullinax
- 47 Ron Ozer
- 48 Dorinda Jara
- 49 Denis O'Regan
- 50 Dale Bryan
- 51 CARL FALCO
- 52 SALLA SHEN
- 53 MANDY TOCCO
- 54 HELGA MELTON
- 55 Heidi HOEGGER
- 56 Mary Young
- 57 Laura Wallace
- 58 Lynda Kolski
- 59 David Clancy
- 60 TOBY RIDINGS
- 61 CLAY RIDINGS
- 62 Betty O'Regan

- 63 Sue Rothrock
- 64 Kate Rothrock
- 65 Mary L. Marconi
- 66 PAM POLITIS
- 67 MIKE MORAN
- 68 Joann Colameco
- 69 Cecilia A. Vore
- 70 Barbara Henry
- 71 ~~Myra~~ ? ?
- 72 ~~[Signature]~~ ← Print
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