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# VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY 27, 2020

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Town Meeting Minutes



Next Town Assembly for the Village of Arden is March 23, 2020 @ 7:30 p.m. Gild Hall

## MOTIONS/RESOLUTIONS/POLICIES PRESENT

### 9.0 Advisory Committee Report – Danny Schweers

**Advisory presented Motion** Advisory recommends that the Town Officers contact Pokémon Company and ask that the Village be removed from all current and future Pokémon stops.

**Voice vote Unanimous - Motion Approved**

### 13. New Business

**Carol DiGiovanni presented Motion:** To hold a special town meeting to discuss the position of Treasurer in terms of duties and responsibilities, etc. **Motion** Voice vote: 1 abstention Ayes have it. **Motion was defeated.** There will be no special meeting to discuss Treasurer's duties.

**ATTENDANCE Attendees Sign In** – 50 + Village Chairman, Jeff Politis, Village Secretary, Liz Resko = 52

Carol	DiGiovanni	1	Skip	Bailey	26
Julia	McNeil	2	Brian	Killian	27
Stephen	Harcourt	3	Iris	Roseman	28
Sam	Panella	4	Marcia	Scheflen	29
Brooke	Bovard	5	John	Scheflen	30
Dela	Bryant	6	Danny	Schweers	31
Ed	Rohrbach	7	Frank	Maier	32
Deborah M	Ricard	8	David D	Claney	33
Warren	Rosenkranz	9	Carol	Larson	34
David	Michelson	10	Brandon	Scott	35
Gary E	Quinton	11	Elaine	Hickey	36
Sadie	Somerville	12	Pam	Politis	37
Marianne	Cinaglia	13	Carl	Falco	38
Cookie	Ohlson	14	Jill	Althouse-Wood	39
Cecilia	Vore	15	Mark	Wood	40
Laura	Wallace	16	Mike	Moran	41
Mary	Murphy	17	Larry	Walker	42
Albert	Marks	18	Toby	Ridings	43
Joad	Kazan	19	Elizabeth	Varley	44
Mike	Curtis	20	John	Cartier (N.C.C.C) NV	45
Barbara	Macklem	21	Jennifer	Borders	46
Ray	Seigfried	22	Walter	Borders	47
Denis	O'Regan	23	Grace E	Ressler	48
Betty	O'Regan	24	Dorinda	Dove	49
Steve	Benigni	25	Madeline	Rogers	50

**1.0 Call to Order** - Chair Jeffrey Politis called meeting to order at 7:32 p.m. and he verified there was a quorum.

**2.0 Approval of Minutes** - September 2019 Town Assembly Minutes approved as presented.

**3.0 New Residents** – None

#### **4.0 Recognition of Departed**

Sonia Schorr Sloan, a tireless and much-honored advocate for liberal causes, friend and advisor to presidential candidate Joe Biden and major contributor to the Arden Craft Shop Museum, passed away on Oct 29 at age 91. She grew up in Arden and lived in nearby Indian Field at the time of her passing. Her accomplishments were not limited to politics and social work. She was the first woman to earn a Master's degree at Jefferson Medical College, studying microbiology. She went on to become the first woman to work on the research team at the duPont company. Residents of the Ardens will miss Sonia Sloan, but the impact she made was far and wide.

Harriette (Hetty) E Francke 1940 -2019. Hetty grew up in the Netherlands. She graduated as a physical therapist in Amsterdam. She married Christiaan Johannes Francke (Hans), a chemical engineer from Delft, before moving to the US in 1968. They were long-time residents of Ardentown. Promoting human rights was a lifetime commitment. She combined her concern for the environment and passion for educating children by conducting soil science programs in Delaware schools. Raising her children was central to her life. She was loved by all and will be missed dearly. Jeff wanted to add that the children of ACRA would visit her.

Marvin Steven Sayer, age 76 of Arden, DE, passed away on January 19, 2020. Marvin enjoyed the simple pleasures of life, like going to flea markets and gifting his treasures to his friends. He was a kind, gentle man who loved his son, Brian, his wife of 33 years, Kate, and all his cousins and friends. He loved being with his friends and family and together their hospitality was boundless. Wonderful memories of gatherings in Arden and Lake Eden for many. Their Christmas parties were the stuff of legend. Marvin will be truly missed.

David Clancy also wanted to add that Ted Rosenthal's mother passed away  
A moment of silence.

## 5.0 Visitors

Ray Siegfried, State Representative 7<sup>th</sup> district, and a resident of the Arden community.

Quick overview what Ray has been working on:

- General Assembly started January 14<sup>th</sup> and they are passing lots of legislation. Governor gave his State of the State report in which he presented his proposed budget and says the financial outlook is strong.
- Legislation that was passed last year for Obama Care and individual insurance plans have kicked in this 2020. On the average, premium cost went down around 19% to 20% on a monthly basis. The lower premium cost should benefit about 50,000 residents throughout the state of Delaware.
- FARMA -Planning on introducing legislation this year to address prescription drug costs.

- Clean Water Act legislation should be passed this year. Around 50 million dollars will be dedicated to this along with federal grants.
- Dog bill was passed which gives rights for animals and the ability to care for them in a more humane way.

### Questions/Comments:

Marianne Cinaglia - Concerned about who pays for the cost of emergency care for gun shooting incidents.

Gunshot victims with no medical insurance are ultimately paid for by the taxpayer. Uncompensated care is driving up the cost of health care.

### John Cartier, Councilman, District 8

- Fiscal Development - First time raising taxes 7.5% in 9 years and they were able to close down structural deficit that has been plaguing NCC for several years. Now in a strong financial condition.  
Delaware is AAA bond rated county and Delaware is rated 37<sup>th</sup> in the country which allows the state to bond for capital projects at the lowest possible interest costs.
- Brandywine Region currently there is a lot of planning and visionary process underway: It is led primarily by Wilmapco, which is the federally chartered transportation advisory group that is affiliated with DelDot. One of the visionary projects is Route 202 corridor to revision that for the future. Also looking at Governor Prince Blvd to make it more pedestrian-friendly by connecting it to greenways and create bicycle paths.

- Where the former steel mill site was located there are many projects under way, like commuter rail station, which is a 71-million-dollar project. Another concept is a waterfront at the steel mill to the state parks.
- A new development contemplated for the Nemours Dupont Edgemore site is to redevelop that site for container port development in about three years for actual realization.
- Also, there is an operational development possibly to reconfigure interchange of 495.
- Councilman Cartier is planning on running for reelection in 2020 and Arden has been very loyal and has supported him, for which he is very appreciative. He hopes he can look forward to that again.
- Sole commercial use property in Arden located at the corner of Marsh Rd and Harvey Rd (currently Oddporium), it is not zoned commercial; rather it is a residential use. It is called a Non-Conforming use (variance). He suggests that Community Planning look into it further if they want to protect the commercial use, possible revamp to look into that.

### **Questions/Comments**

Carl Falco - The 7.5% increase was anticipated, but there were other service fees billed without any warning. Then school tax increased without a referendum. Another blindsided increase in terms of our ability to plan on how much land rent we need to collect. The village is in serious deficit spending. Carl wants to know is there any way some of these things can be handled to give some warning?

John Cartier - Recap the recalculation of the local service function - It has never been touched to rebalance that calculation about the local service function that the apportionment cost for over 40 years. The administration as mandated by state code to reexamine how those costs are apportioned. After forty years of not doing it, it got addressed in one stroke. John understands that it was a shock for the Villages. He was aware of it but it is required by state code. To follow up on that, there is a task force in the General Assembly – local service function – to change how that whole calculation is done.

## **6.0 Town Chair - Jeffrey Politis**

Communications from the Chair.

Since the last town meeting....

1. We moved into 2020. Happy New Year to Everyone.
2. In regards to the lawsuit filed against the Village of Arden by Ms. Carol DiGiovanni, regarding the purchase by the Village of 5 Mill Race Road, all briefs have been filed with the court and we are waiting to hear back from the court on a court date.
3. Thank you to the Community Planning Committee for providing refreshments.
4. Lastly, a reminder that this meeting is being recorded and we ask that all comments be made at the microphone.
5. Let's have a respectful and deliberative meeting. Thanks.



So submitted,  
Jeffrey Politis,  
Town Chair, Village of Arden

### **Questions/Comments**

Carol DiGiovanni read the following statement:

Update from Plaintiff attorney for 1/27/2020 TA meeting:

The question of whether, under the language of Ms. Schroeder's will, the Village of Arden could properly use Schroeder funds to purchase the 5 Mill Race Road property, has been presented to the Vice Chancellor Laster for consideration. He has not yet made a determination. In the meantime, Mr. Rosenthal and I have plan to discuss the specifics of the trust structure in early February. The specifics will center on Ms. Schroeder's will, as written, but with clarification to put it in proper legal format

Communications Report – Thank you!

### **7.0 Trustees – Carl Falco**

The Trustees have several items to report this evening.

Finances: Copies of the Trustees' quarterly financial report are available tonight. The land rent bills for the 2020-2021 fiscal year are being prepared and will be mailed the first week of February. Land rent is due March 25, 2020. Included with the land rent bills is an explanation of how the land rent amount is determined, based upon the Board of Assessors Report. Also included with the land rent bills is a reminder to leaseholders of New Castle County programs that can be applied for in order to reduce your property taxes. The Trustees rebate the amount of the reduced tax bill to the leaseholder. Seventy-one leaseholders received rebates totaling more than \$40,000 last year. You can

get information about the property tax reduction programs online on the New Castle County website or by calling New Castle County at 302-395-5520. The county personnel will walk you through the application process. Please be sure you apply before the deadline of April 30th so that your tax reduction can be approved and processed for the current tax year. Transfers: There have been four transfers since the last meeting: 2115 Marsh Road to Chris Junk and Jill Moncarz (Hornung); 2009 Millers Road to Kelly Gillen (Sigtbakken); 2210 Lower Lane to Steven Curley and Jennifer O'Neill-Curley (Junk, Moncarz) and 2304 Cherry Lane to Deborah Colgan and Garrett Colgan-Snyder (Colgan)

### **Questions/Comments.**

Jennifer Borders - What caused the deficit?

Carl -The main cause is the unexpected tax increases.

Jeff says it comes down to a combination of the budget assessment and things we can't foresee coming. It's a combination of assessments that were collected that were either "at or below" the expected expenditure. For historical reasons, we ended up spending the money "at" our budget. That created some shortfall that we have not caught up on. Then the increase from the county taxes exacerbated the situation.

Brooke Bovard was on both BOA and Chair of Budget Committee. When county revised the local area service fee, they did that on a schedule that was not consistent with our fiscal schedule. They billed us for a lot more than we were expecting at a time in our cycle when we were unable to change our assessment plan, to change our budget in order to do it. That created a temporary shortfall. One of the things budgets did to help address this was to ask each committee to return any money they were not going to spend in an effort to soften that. The bill came and there was no option other than to pay it.

Trustees Report – Thank you!

### **8.0 Treasurer’s Report - David Michelson**

David reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of January 27, 2020. (ten months Financial Statements)

(copy of statements following minutes)

### **Questions/Comments**

Carol DiGiovanni asked David to define Treasurer’s duties (copy of TA approved Treasurers duties follow minutes).

David detailed his duties (In summary: booking, preparing financial statements, overseeing Village investments). Carol would like more information in terms of qualifications because the Village must feel confident that the person who is elected can do the job and do the job well. She is requesting a special Town Assembly meeting to be scheduled next week with at least 7 days’ notice of meeting posed. In addition, Registration Committee will have to hold the ballots open until after the special meeting.

Jeff Politis suggested that this would fall under New Business section of the TA agenda or he suggested she could make a motion to suspend agenda.

**Carol DiGiovanni presented Motion** to suspend agenda to talk about the Treasurer position and its duties.

**Nos have it. Motion Defeated**

Treasurer’s Report - Thank you!

## 9.0 Advisory Committee Report – Danny Schweers

ADVISORY COMMITTEE REPORT, 27 January, 2020

The Advisory Committee met on Monday, January 6, to set the agenda for this meeting.

We are currently accepting nominees for Village of Arden elected positions which will become vacant after the March 23 town meeting. Let me quickly report the nominees I have and ask for further nominees.

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ARCHIVES: Four nominees are needed and we have five: Ellen Dolmetsch, Elaine Hickey, Marcia Scheflen, Vicki Scott, and Sadie Somerville.

AUDIT: Two nominees are needed. Cookie is running again; no other names.

BUDGET: Four nominees are needed.

BUZZ WARE VILLAGE CENTER: Four nominees are needed. Incumbents are rerunning

CIVIC: Four nominees are needed and we have one: Carol DiGiovanni.

COMMUNITY PLANNING: Four nominees are needed and we have one: Carol DiGiovanni. (Mark Wood submitted name from floor).

FOREST: Four nominees are needed. (Dave Jones and Jeff Martine submitted names from floor).

PLAYGROUND: Four nominees are needed and we have one: Barbara Henry. (Zackery Houck, Mike Kline & Larry Walker submitted names from floor).

REGISTRATION: Six nominees are needed and we have five: Cecilia Vore. Dela Bryant, Barbara Macklem, David Nordheimer, and Katey Scobell. (Mary Murphy submitted her name from floor).

SAFETY: Four nominees are needed and we have one: Renata Brito-Cherrin. (Two incumbents are rerunning).

CHAIR OF THE TOWN ASSEMBLY. One nominee is needed and we have one, Jeffrey Politis.

SECRETARY: One nominee is needed and we have one, Liz Resko.

TREASURER: One nominee is needed.

CHAIR OF THE ADVISORY COMMITTEE: One nominee is needed and we have one, Danny Schweers. (Carol DiGiovanni submitted her name from the floor)

I will continue to accept nominees until the end of the next Advisory Committee meeting, Monday, March 2.

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**Pokémon stops Motion**

On a different note, the Advisory Committee asked me to make a motion regarding Pokémon stops in the Village. Some believe these stops create disturbing car and foot traffic at all hours as players locate, capture, battle, and train virtual creatures. Players take up limited parking space and, in some cases, they park illegally.

**MOVED:** That the Town Officers contact the Pokémon Company and ask that the Village of Arden be removed from all current and future Pokémon stops.

Speaking for or against the motion

Mark Wood suggested that you might need the leaseholder instead of the Trustees or Chairman to request Pokémon stop to be removed from the Ardens.

Brooke Bovard said it makes it very difficult to ascertain why someone is loitering in a running car in an area where drug deals have traditionally been made. When they can claim they are playing Pokémon. As a safety issue, Brooke feels this motion is appropriate. She is for the motion.

**Voice vote Unanimous – Pokémon stop Motion Approved**

At our last Advisory meeting, some members expressed a desire for better code enforcement. The committee recommended that the Community Planning Committee look into how this might be

done, including the creation of a code enforcement officer position.

Also, at our last meeting, we encouraged committees to post their minutes to the Village website. Some are woefully behind. The Village Secretary is available to help with that process. Incidentally, our village website has a new template, one we had to put up in a hurry because the old one was no longer supported by the manufacturer. The new one is designed to work well with smart phones and tablets as well as computers.

We also discussed whether the Village should allow commercial deliveries in Arden at early and late hours. We will continue that discussion at next month's meeting.

Finally, thanks to the Community Planning Committee for tonight's refreshments. The Playground Committee will provide refreshments at the Monday, March 23, 2020 meeting of the Town Assembly.

Submitted by Danny Schweers, Chair

Advisory Report Approved – Thank you!

#### **10.0 Board of Assessors - Mark Wood**

This year's Board of Assessors are Mark Wood, Pam Politis, Debbie Ricard, Elizabeth Varley, Brooke Bovard, John Scheflen and Tom Wheeler.

The organizational meeting was convened on December 4th, 2019. I was elected Chair, and Pam Politis was elected Secretary.

Meetings have been scheduled for the fourth Wednesday of the month, except for in April, at 7:30 PM at the Buzz Ware Village Center. There are additional public hearings scheduled in March & May.

The posted dates for 2020 are: Jan. 22<sup>nd</sup>, Feb 26<sup>th</sup>, March 25<sup>th</sup>, April 29<sup>th</sup>, May 27<sup>th</sup>.

Public Hearing dates are: March 25<sup>th</sup> at 7:00 pm and May 27 at 7:30 pm.

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.

Board of Assessors Report – Thank you!

## **11.0 Committee Report.** (Descending Order)

### **11.1 Safety** - Brooke Bovard

Welcome to the roaring 20's! I'm aware that many of you are justly proud of your Hupmobiles and enjoy seeing the town with them. Please be conscious, and make sure the other drivers in your house are aware that not everyone is coming through the town at the posted limits. Last week we were all fortunate that a severe accident did not deprive us of a dear member of our community almost in front of my house, and a few days before that we had another accident at the curve across from the memorial garden. Use the light. Use caution. Not everyone does.

The Safety Committee will be installing the signage for our fire lanes very soon. You may have



noticed the poles are already in place. These signs will enable emergency services to more quickly find houses which are served by fire lanes. Be aware, parking, standing and stopping are prohibited in these lanes. No one wants the fire truck or the ambulance services to be blocked from access to a house in trouble.

If you are interested in serving on the Safety Committee, please let a member of the committee or Danny Schweers know before the March advisory meeting.

Thank you,

Brooke Bovard, Chair

### **Questions/Comments**

Sadie Somerville - The traffic control sign at the corner of The Highway and Harvey Rd is barely legible. Safety will take a look at it.

Safety Report – Thank you!

### **11.2. Registration - Cecilia Vore**

Report to the Town Assembly • Registration Committee

#### **Fall 2019 Elections**

The Registration Committee conducted the annual Budget Referendum & Assessors Election. Ballots were counted on Nov. 5 for the 2020-21 Budget Referendum and election of the Board of

Assessors for 2020. To our best calculation, there were 352 residents eligible to vote in these elections. We received 219 valid envelopes containing ballots and 6 invalid envelopes; There was 62% participation.

Under the rules for approval, the budget needed 177 “yes” votes to pass. The votes in detail are as follows: 171 for “Approve Entire Budget,” 1 “Disapprove Entire Budget” and 38 ballots with itemized disapprovals. There were 4 invalid budget ballots. No individual item was defeated; all items on the budget were approved. Individual disapprovals were as follows:

Advisory Committee .....	0	Safety Committee: General.....	7
Archives .....	10	Safety- Speed Enforcement.....	12
Board of Assessors .....	0	Buzz Ware Support .....	10
Budget Committee.....	0	Donations: ACRA .....	5
Civic Committee .....	14	Donations: Arden Page.....	0
Community Planning .....	3	Donations: Arden Library .....	6
Forest Committee.....	10	Donations: Fire Companies .....	3
Playground Committee .....	10	Donations: Arden Club.....	7
Registration Committee .....	0	Contingencies .....	15

The following residents were elected to the Board of Assessors in this order: Pam Politis (convener), Elizabeth Varley, Mark Wood, John Scheflen, Brooke Bovard, Tom Wheeler and Deborah Ricard.

Thank you to Renata Brito-Cherrin, Chris Junk, Albert Marks, Jean Mullin, Csongor Pinter, Warren Rosenkranz, Vicki Scott, Rick Smyth, Larry Walker and Laura Wallace, who were also willing to serve and allowed their names to be placed in nomination.

Thank you to all the candidates for their thoughtful statements about themselves and their candidacy.

The Registration Committee thanks Roger Garrison, Barbara Henry, Zachary Houck, Carol Larson, Jeff Politis, Beth Stevenson, Larry Walker, Jan Westerhouse and Mark Wood for assisting with the count.

Election officials conducting the vote count were Registration Committee members Barbara Macklem, Mary Murphy, Marcia Scheflen, Elizabeth Varley (chief elector), and Cecilia Vore.

Election results are posted on **arden.delaware.gov** and 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 18 years of age or older on the night of the election who have lived in the Village for 6 months as their primary residence are eligible to vote. Residents can request an absentee ballot by submitting an Affidavit by March 16. 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](http://arden.delaware.gov) and fill out the form.

The Registration Committee is responsible for maintaining the list of residents for voter eligibility. If you have noticed new people moving in, or a For Rent or For Sale sign in the village, please share that information with the Registration Committee so we can keep records current and extend a welcome to newcomers. If you are new to the Village, please see a member of the Registration Committee tonight to make sure you are on the resident list.

The committee distributed 10 Welcome packets to newcomers in 2019.

Respectfully,  
Cecilia Vore

### **Comments/Questions**

Carol DiGiovanni requested to review the process that determines when a ballot is disqualified. Cecilia outlined procedure.

Registration Report -Thank you!

### **11.3 Playground Committee – Daryl Holcomb**

Since the last Town Meeting, the required playground equipment safety inspections have been made. All equipment was “adult tested,” and is in safe condition.

The committee met several times to consider in general scope a plan to utilize the \$33,000 grant

from the State of Delaware for playground equipment in Arden. The committee members have since been gathering information and cost estimates to help them create a plan for the playgrounds and playground equipment from here forward. The information gathering included lead abatement procedures, equipment removal costs, removing the “possibly lead contaminated” soil and mulch under the equipment, and installing new equipment.

The committee plans to hold an open meeting to seek input from the residents on which existing playground equipment items have the greatest play value, solicit suggestions on new equipment, and hear other concerns about the number and variety of playground structures to have on the renovated playgrounds. After the committee has heard the public input, considered the cost of equipment removals and lead abatement, and factored in the cost and installation of new equipment and structures, there will be another open meeting to present the committee’s plan for the future of the town’s playgrounds. Finally, the Playground Committee will bring their plans to the Town Meeting for approval, and with the approval of the assembly, the committee will move forward to implement the plan.

Submitted by Larry Walker  
for Daryl Holcomb, Chairman

Playground Report – Thank you!

#### **11.4 Forest - Carol Larson**

**Monitoring at the Sherwood Restoration Site:** We continue to record sediment deposits in the channel which seems to be filling in as planned. The channel now supports wildlife: tadpoles were

swimming under the ice in December. Our hybrid dam structure may prove to be a model for new projects for New Castle County in the future.

**Regarding Encroachments:** We found a few leaseholds are piping water into the woods.

Concentrating flow in pipes causes erosion and is not good for the health of the woods, and county regulations say pipes should be 5 feet inside one's boundary lines. The committee will be checking on all encroachments this spring including mowing and dumping.

**Invasive species removal.** We are continuing ground cover removal, (mostly ivy and pachysandra) hoping to allow native ephemeral flowers to emerge in the spring.

**Community Events:** Spotted Lantern Fly Task Force: Wednesday January 29 we will have a presentation by the DE Department of Agriculture on the life cycle of the spotted lantern fly and how to limit its spread. We'll have demonstrations for making traps

**Patch Program** "hop rocking" badge was launched earlier this year! C'mon out to these events and earn your Patch.

Watch the page for Jill Althouse Wood's series on Wildlife Habitat Certification. Learn how simple it is to create a healthy environment.

**Looking forward - Save the Date:** April 22 is the 50<sup>th</sup> Earth day! Earth Day Party and Arbor Day Celebration scheduled at the Buzz at 7:00

Arden Woods Clean up: Saturday April 4

Forest Report -Thank you!

## 11.5 Community Planning – Mark Wood

**Community Planning has created a “Mission” sub-committee. It is tasked** to write a more detailed clarifying Community Planning Committee description, i.e. “mission statement”. The Committee hopes to have information to present by the June Town Meeting.

The Transformation Sub-Committee has been dissolved. And a new sub-committee has been created. It is called the Education & Governance Sub-Committee.

Its mission will be to promote Arden’s direct democracy by increasing awareness of and participation in Village governance by all residents through open, ongoing and diverse communications opportunities.

The sub-committee has 3 goals.

1. Publish informative articles and sponsor public meetings to familiarize residents with Arden’s governance and promote understanding of governing documents such as Deed of Trust, Town Charter and Bylaws.
2. Facilitate the understanding and education of committee members with respect to the committees’ roles and responsibilities within Arden's government.
3. Collaborate with Secretary of Town Assembly to locate, collect, organize and scan relevant documents as well as maintain this information in a secure, central government location with archival intentions.

The sub-committee will consist of a minimum of three and a maximum of seven members, appointed by the Community Planning Committee. Terms are one year and reviewed annually in the first meeting of the calendar year.

The Education and Governance Sub-Committee will carry on work with the following two projects: the 302 Stories and the GIC Website.

The Community Planning Committee will appoint members at the meeting, February 19<sup>th</sup>, 7:00 PM at the BWVC. Anyone interested in being on the sub-committee should contact a Community Planning Committee member prior to the next meeting on February 19<sup>th</sup>.

The work started by the ad-hoc committee involving informational sessions will be continued by the Community Planning Committee until members are appointed.

The first of those sessions is scheduled for February 9<sup>th</sup> from 3:00 – 5:00 pm at the BWVC. It is entitled Direct: The Heart of Arden Government.

The 2<sup>nd</sup> session is scheduled for Saturday March 14<sup>th</sup> from 12:30 – 3:30 PM at the BWVC. It will be an open forum to meet the candidates Democracy running in the March elections.

### **G'Ardeners**

Eighteen gardeners participated in the 2019 garden season. Any remaining beds were planted as community areas. There were 13 Gardeners from Arden, 1 from Ardentown and 4 from Ardencroft.

There will be a meeting sometime in February to start planning for this spring. The notice will be in the Page for all those who are interested in plot for the 2020 season please join us at the Buzz Ware Village Center.

### **Volunteers needed to run for election in March**



We still need volunteers who are willing to run for election in March. Please contact Community Planning Committee member or Danny Schweers with your name if you are willing to run.

Mark added that the zoning of the commercial property (historically known as Steak Shop. (Currently **Oddporium**) located at Marsh Rd and Harvey Rd will be addressed.

### **Questions/Comments**

Cecilia questions the status of the Transformational Ad Hoc Committee. She wants to know has the Transformational Ad Hoc Committee been officially dissolved since it fulfilled its assignment and reported their findings to the Town Assembly?

Procedural Questions:

1. They submitted their report to TA. At this point isn't the Ad Hoc Committee dissolved?
2. If there are projects that the committee wants to continue, then the proper way should be to form a new ad hoc committee or to expand the Community Planning Committee or if there is a need to form a new committee.
3. The people on the ad hoc committee were not elected by the town and there is no opportunity to remove them.

Cecilia thinks you cannot create a committee with a term and with functions without something besides your decision.

Jeff - The committee's formation was approved at the Town Assembly (Copy of Treasurer's duties follow minutes). As far as forming a committee, Jeff suggested looking at Robert's Rules of Order. But his initial thoughts/comment is the committees have the ability to create ad hoc or advisory

type of committees. Those committees should not have the authority of an elected committee. However, Jeff agrees that Cecilia presented some questions that are a 'note of concern' and he will do an in-depth look at this and get back to Cecilia and the TA.

Brooke Bovard points out that the Robert's Rules of Order is the responsibility of Danny Schweers, Town Advisory Chairman.

Dave Claney – Has expressed concern about members of ad hoc committee having access to the town office and the town files of all three Ardens without an elected/authorized person present.

Jennifer Borders - What is the procedure to obtain town information other than by filing a FOIA request form? Contact the Committee if it pertains to committee information or contact Village Secretary if information is not on Village website and is not committee related.

Community Planning Report -Thank you!

### **11.6 Civic - Al Marks**

Great news! The mesh installed on the Sherwood Green is a success as reported.

We will rake and seed in the spring as a little maintenance is all that's required

Roads - Pond Lane and Hillside Rode both paved as needed.

Faints were installed at Memorial Theater

Low profile bench was installed at school bus stop.

Low profile bench was installed at Walt Whitman Memorial along with new lilacs and additional lilacs will be planted to restore site. Old lilacs will be pruned to minimum size to start new growth and maintain proper growth.

A new elm replaced the second elm that was broken (by the wind or lightning?)

Snow plow contract signed off on

Committee needs 4 people to run on ballot to replace 2 outgoing members.

Thanks,

Albert

Civic Report - Thank you!

### **Questions/Comments**

Brooke asked all to join her in expressing appreciation to Al Marks, who will be retiring from his many years of yeoman service, volunteering for several committees and especially the last decade being a member and/or chairman of the Civic Committee. Enthusiastic applause.

### **11.7 Buzz Ware Village Center - Denis O'Regan**

#### **Report by BWVC to Village of Arden Town Meeting, Jan 27, 2020**

The BWVC Committee needs a total of 4 nominees for the upcoming election. So far, we have 2 incumbents running and need two more. The Buzz is doing well and it's a great place to serve.

#### **Management:**

Pam Cohen is our Building Manager. She's been doing a great job. Your first line of communication is through the contact form on the website. Pam receives that contact info immediately, via email, and it's automatically copied to the Chair of the BWVC at [bwvc@arden.delaware.gov](mailto:bwvc@arden.delaware.gov). You can also reach Pam at [manager@ardenbuzz.com](mailto:manager@ardenbuzz.com). The Buzz telephone is 302-475-2818

### **Misc.:**

- Our new committee member from Ardencroft is Ken Rosenberg.
- Our solar readings continue to be uploaded for application to our Solar Credits.
- The Ardenbuzz website continues to function well and rentals are good.
- Rental volume and other usage of The Buzz continues to be steady.

### **Building Maintenance and Improvements**

We have recently added some electrical circuits and we are continuing improve the storage. The Buzz Committee commends Civic for the work to the green. The work has been executed in a quality manner. The horrendous rainfall of this past Saturday, with a parking event in the evening, resulted in only shallow surface damage. The mesh is a success!

### **Community Programs and other activities:**

Our regular schedule includes:

- The Art Loop, **Buzz Ware Bookies**, Painting and Drawing, Strength and Mobility, Yoga, Chi-Gong, Georgists.

- The **Coffee House** is going great and donations are at the door as a cover charge of \$5 per adult and \$1 for students and children. There is also a donation collection at the dessert table.
- Starting March 5<sup>th</sup>, a five week “Mindfulness and Meditation” class will be led by Hunter Clark and run through April 19<sup>th</sup>. This is a community event supported by donations to the BWVC.
- **Holistic Marketplace on Fair Day**  
It’s not too early to express your desire to be a volunteer for Peddlers, Potions and Practitioners this year. If you are interested in vending, contact Toby Ridings. If you think you want to be a volunteer (a great bit of fun), contact Randy Hoopes.
- Paid for by a grant from the state, the Buzz has acquired an automated external defibrillator. Referred to as an AED, we will be holding a training session on February 23<sup>rd</sup> from 3 – 5PM. Our instructor is a licensed RN. Open to all that use the Buzz, we are asking the committees and serial renters to send a representative.

The Buzz continues to look for new ways to support the Ardens.

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

Respectfully submitted,

Denis O’Regan, Chair,

Buzz Ware Village Committee

## Questions/Comments

Jeff asked Denis to send Danny & himself a note on the date of (?), so Danny can send it out to all committee chairs; so they can better inform their committees.

Buzz Ware Village Report - Thank you!

### **11.8 Budget – Brooke Bovard**

It has been brought to my attention that the schedule for the committee meetings in the last Arden Page did not include an entry for Budget. This was my error. Budget has declared an intention to meet quarterly, within a couple of weeks before the Advisory meeting. This would have put our meeting since the September town meeting in late December, and I didn't quite manage that. My apology to both the committee and the town in general. I expect we will schedule a meeting in February, and when that is done, I will put it on both the town website and social media.

Thanks to everyone who voted in the referendum, and those who managed and oversaw the voting.

Brooke Bovard, Chair

Budget Report Thank you!

### **11.9 Audit - Helen "Cookie" Ohlson**

The Audit Committee, consisting of Cookie Ohlson, Laura Wallace and Debbie Ricard, met on January 8<sup>th</sup>. We reviewed the annual audit from Barbacane, Thornton and Company. We approved their audit.

We also reviewed the most current books and ledgers of the Village of Arden. All is in order.

Cookie Ohlson, Committee Chair

Audit Report – Thank you!

#### **11.10 Archives – Lisa Mullinax**

:

- Nominees for elections in March have already been provided. (List them here if needed.)
- The Museum is open Wednesday evenings, 7:30 to 9 p.m. and Sunday afternoons, 1 to 3 p.m.
- Our anniversary exhibition, "15 Years, 15 Treasures," features special selections from the Collection chosen by the Museum & Archives Committee. Come see if you can spot them all and learn about the history and significance of each item in telling the story of the Ardens. The exhibition will continue through October 2020; expect some special mini exhibits and events throughout the year.

- The Arden Georgists and the Archives partnered in a successful program: “The Arden Founder’s Series” from November 2019 to January 2020 which focused on the lives of Frank Stephens, Will Price, and Joseph Fels, and was presented by Sadie Somerville, Barbara Macklem and Wyn Achenbaum.

Archives Report - Thank you!

## 12.0 Old Business – None

## 13. New Business

- Pam Politis - On behalf of ACRA she wanted to thank Arden for their annual donation. The 2020 ACRA directory is in the works and contact Cecilia for any updates. Check their calendar of upcoming events.
- Carol DiGiovanni – Requests a special Town Assembly meeting to discuss Treasurer job description.

Jeff - There is a job description (January 28, 2008 - 4.1 ADVISORY REPORT. Copy follows the minutes) for the Treasurer and it was created when the Treasurer position was created.

(5 b. Special Meetings of the Town Assembly -copy follows minutes)

**Special Meeting Motion:** To hold a special town meeting to discuss the position of Treasurer in terms of duties and responsibilities, etc.

Quorum count was confirmed in order to proceed with motion on the floor.

**Speaking for or against Special Meeting Treasurer’s duties motion**



Brooke is in favor of motion because it is a big task and an informed decision to see if a person is able to perform duties. She would like to see a job description

Barbara Macklem - Job description is important but it is not the best way to create it during a town meeting. She also thinks there is a need to look at the process more closely.

Jennifer Borders - Is against motion because it's not the best way to formulate a job description during a town meeting. Prefer an officer to come up with a draft of job duties and present to TA for review and approval.

Cecilia speaking against motion because the Treasurer's job description is posted on the Village Website and that description was approved by the Town Assembly

Carol DiGiovanni - Speaking for the motion because when David described his duties earlier this evening, he mentioned duties that are not listed in the job description that is posted on the Village website.

Marianne Cinaglia - **Amendment to the Motion** - Instead of a motion to hold a special Town Assembly Meeting to create Treasurer's job description, she suggests to create an ordinance. **Amendment to the motion failed**

**Special Meeting Treasurer's duties Motion** Voice vote: 1 abstention Ayes have it. **Motion was defeated.** There will be no special meeting to discuss Treasurer's duties.

## 14.0 Good & Welfare

Barbara Macklem was delighted about the News Journal article featuring a front-page story of the Arden bus shelter that was built and decorated by the Lockerman family. It was a wonderful tribute to the family and in memory of their daughter. Applause.

Barbara also wanted to remind us that this is the 75<sup>th</sup> Anniversary of the liberation of 1<sup>st</sup> consecration camp in Nazi Germany. We as a community and we as a people need to remember.

Deborah Ricard would like to say “be kind”. She is grateful that we were able to attend this meeting this evening but reminds us that many are unable to. Some neighbors might need some help with taking out the trash, need rides or just a visit. She thinks it is important as a community to be kind and helpful. Don’t always have to agree with everybody. However, kindness goes a long way. (Applause)

Betty O’Regan wanted to let all know that our neighbor, Jennifer Borders, was on the third episode of Winterthur’s version of Antique Road show. (Big applause).

Marianne Cinaglia gave a short report on the activity of the community of Brandywine-Hundred: The group of developments near Brandywine Country Club had Capano severely cut back his development. Cathy Cloutier - Route 202 corridor study is still in the air. There is a lot of push back from local business.

Madeline Rogers was the grateful recipients of the (funky) X-mas decorations bestowed upon them by the community. She wanted to thank all for making them feel so welcomed. (applause)

Jennifer Borders wanted to acknowledge that Harold Kalmus had an article in Delaware Today magazine and local station WHYI for his beautifully crafted knives. He will also be a part of the Philadelphia Craft Show.

Brooke Bovard – Tiernan as Brooke describes him as “the tall skinny one with the top hat” has been nominated for four (that’s correct 4) separate honors fraternities at University of Lynchburg. He will be running their orientation which is a big responsibility, especially for a sophomore.

Jeff thought he heard Mike Curtis give a shout out earlier in the evening when Rep Ray Siegfried reported health care premiums went down. If that is the case, Jeff encouraged Mike Curtis to lead in a cheer for reduction. Applause. Nice acknowledgement.

### **15.0 Motion to Adjourn 9:49 p.m.**

Respectfully Submitted,

Elizabeth Resko, Village of Arden Town Secretary

Next Advisory Quarterly Meeting is March 23, 2020

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 who are 18 years of age, or older.

**Attachments Next page**

**Trustees of Arden  
Financial Report  
Town Meeting January 27, 2020**

**Current Assets**

Arden B&L Bequest Funds	\$	24,139.07
Vanguard Bequest Funds	\$	225,346.70
Arden B&L (Reserve)	\$	117,530.16
M & T Checking Account	\$	11,719.70
Vanguard Money Market	\$	450.02
<b>Total Cash &amp; Equity</b>	<b>\$</b>	<b>379,185.65</b>
Land Rent Receivable	\$	10,455.56
<b>Total Current Assets</b>	<b>\$</b>	<b>389,641.21</b>

**Income & Expenses**

**Income Mar 25-2019-Jan 27-2020**

Land Rent & Related Income	\$	671,950.59
Other Income-All Sources	\$	14,832.15
<b>Total 2019-20 Operating Income</b>	<b>\$</b>	<b>686,782.74</b>

**Expenses Mar 25-2019-Jan 27-2020**

Village of Arden	\$	130,000.00
Trust Administration*	\$	17,311.54
New Castle County and School Tax	\$	532,291.38
Tax Rebates to Leaseholders	\$	42,346.87
<b>Total 2019-20 Expenses</b>	<b>\$</b>	<b>721,951.79</b>
<b>Surplus or (Deficit)</b>	<b>\$</b>	<b>(35,169.05)</b>

\*(Salary, Payroll Tax, Legal, Audit, Bookkeeping, Office Rent, Operations)

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Position  
As of January 27, 2020

Checking/Savings		Notes
1000 · TD Bank	28,430	
1005 - Capital One 360	104,326	
1010 · TD Bank MSA Checking Account	10,132	Municipal Street Aid
1032 - Arden Building & Loan	35,990	BuzzWare \$449, Schroeder \$12,643, Village \$22,898
1050 - Raymond James - net value @ 1/27/20	393,409	Schroeder Bequest - initial investment \$301,002
<b>Total Cash</b>	<b>572,287</b>	
<b>LIABILITIES</b>		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	-	
<b>FUND BALANCES</b>		
Buzz Ware Renovation Fund	48,970	
J Schroeder Bequest	406,052	
Memorial Garden	8,588	
Municipal Street Aid	10,133	
Capital Maintenance Fund	30,000	
Village - cash available to meet budgeted expenses	26,411	
Vacant Dwelling Fund	42,133	

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FOR ARDEN  
TOWN ASSEMBLY

Village of Arden  
Statement of Financial Activity  
As of January 27 2020

	<u>3/25/19-1/27/20</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
^ 4000 • General Funds - Village	130,000	197,902		
4100 - Donations, grants, rentals	2,697	4,000		
+ 4510 • Franchise Fee Receipts	15,558	15,100		
4900 • Interest Income	115	250		
<b>Total Revenue</b>	<b>148,370</b>	<b>217,252</b>		
<b>Expenses</b>				balance left in budget
6000 • Payroll & Payroll Taxes	10,444	13,298	78.54%	2,854
@ 6300 • Administrative Expenses	16,899	38,190	44.25%	21,291
8000 • Committee Expenses - see detail below	57,052	82,400	69.24%	25,348
8010 • Contributions & Donations	5,800	5,800	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 • Trash Service	57,003	67,314	84.68%	10,311
<b>Total Expense</b>	<b>147,199</b>	<b>217,002</b>	<b>67.83%</b>	<b>69,803</b>
<b>Surplus (deficit)</b>	<b>1,171</b>	<b>250</b>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	200	0.00%	200
Archives	1,721	1,800	95.62%	79
Board of Assessors	18	100	18.00%	82
Budget	-	100	0.00%	100
Buzz Ware - general operating support	827	5,000	16.54%	4,173
! Civic	48,548	58,000	83.70%	9,452
Community Planning	-	500	0.00%	500
= Forest	3,664	8,000	45.80%	4,336
Playground	1,249	4,000	31.22%	2,751
Registration	155	300	51.52%	145
Safety	871	4,400	19.79%	3,529
	<b>57,052</b>	<b>82,400</b>	<b>69.24%</b>	<b>25,348</b>

+ Franchise fees - \$3,412 from Verizon and \$3,295 from Comcast & \$8,851 from Suez Water

^ Trustee's transferred \$130,000 land rent to Village

@ Administrative expenses include insurance premiums of \$11,560

= Forest expenses are net of a \$2,900 grant

! Civic expenses are net of a \$5,000 check from the Arden Club & State grant of \$3,372.30

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	Special Village Funds							
	BuzzWare	Buzz renovation	J. Schroeder Bequest	Memorial Garden	M&A	Capital/Main/RepairFund	Vacant Dwelling Fund	Buckingham Green Fund
	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20	3/26/18-1/27/20
<b>Revenue</b>								
4000 - General Funds - Village	-	-	-	-	-	-	-	-
4010 - Donations	210	3,216	-	2,050	-	-	-	-
4100 - Program Revenue	8,887	-	-	-	-	-	-	-
4300 - Grants	-	-	-	-	19,111	-	-	-
4400 - Rentals	23,765	5,555	-	-	-	-	-	-
4620 - Vacant Property Registration Fees	-	-	-	-	-	-	7,100	-
4800 - Interest & Dividend Income	18	-	10,178	-	-	-	-	-
8REC	-	1,188	-	-	-	-	-	-
8900 - Unrealized gains on Investments	-	-	37,755	-	-	-	-	-
<b>Total Revenue</b>	<b>32,879</b>	<b>9,959</b>	<b>47,933</b>	<b>2,050</b>	<b>19,111</b>	<b>-</b>	<b>7,100</b>	<b>-</b>
<b>Expenses</b>								
6000 - Payroll & Payroll Taxes	18,545	-	-	-	-	-	-	-
6300 - Administrative Expenses	1,376	-	985	-	-	-	-	-
6310 - Janitorial Supplies	275	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	3,351	-	-	-	-	-	-	-
7080 - Licenses/Permits/Fees/AlarmMonitoring	265	-	-	-	-	-	-	-
7800 - Repairs & Maintenance	3,385	-	-	-	-	-	-	-
8000 - Program Expenses	6,508	802	-	4,783	9,945	-	-	49,723
<b>Total Expense</b>	<b>33,706</b>	<b>802</b>	<b>985</b>	<b>4,783</b>	<b>9,945</b>	<b>-</b>	<b>-</b>	<b>49,723</b>
<b>Surplus (Deficit)</b>	<b>(827)</b>	<b>9,157</b>	<b>46,948</b>	<b>(2,733)</b>	<b>9,166</b>	<b>-</b>	<b>7,100</b>	<b>(49,723)</b>
<b>Carried forward fund balance</b>		<b>39,813</b>	<b>359,104</b>	<b>11,321</b>	<b>967</b>	<b>30,000</b>	<b>35,033</b>	<b>49,723</b>
<b>Fund balance</b>		<b>48,970</b>	<b>406,052</b>	<b>8,588</b>	<b>10,133</b>	<b>30,000</b>	<b>42,133</b>	<b>0</b>



January 28, 2008 - **4.1 ADVISORY REPORT**

**Motion** - Moved that the Village of Arden establish the position of Town Treasurer, beginning with the March 2008 elections. The term of office shall be two (2) years. The Treasurer must be a resident of the Village.

In case of vacancy, the position shall be filled by appointment of a majority of the Budget committee. The appointee shall serve with full responsibilities of the treasurer until the next regularly scheduled Town Meeting. At such meeting, a resident shall be elected in accordance with Village election process to fill the remaining term.

The Treasurer position shall serve as an officer of the Town Assembly along with the Town Chairperson, the Advisory Chairperson, and the Town Secretary.

The Treasurer position provides as town officer as the financial contact for assets of the Village. The Treasurer should work with the Budget Committee, and seek counsel from the Trustees of the Village of Arden, the Town Chairperson and others, in order to represent the best interest of the Village. The Treasurer may secure assistance fulfilling his or her duties.

In addition to being a contact for the financial assets of the Village, the Treasurer position shall have the duties enumerated below:

1. Account for all collections of and payments by the Village of Arden.
2. Make financial reports of Village account to the Town Assembly and its committees, including oversight of compilation of materials for the annual audit.
3. Be the financial liaison between the Trustees and the Village.
4. Serve as ex-officio member of the budget committee.
5. Make the accounts of the Village available to the Audit Committee for review.
6. Advise the Board of Assessors on financial matters concerning assessments.

**Motion to Amend** Change No. 6 the word “advises” to “supply information.”

**Motion Approved as Amended.**

Assembly shall consist of all residents of the Village.

### Meetings of the Town Assembly

#### Section 5

- (a) Regular meetings of the Town Assembly shall be held on the fourth Monday of January, March, June and September of each year after the approval of this Act at the Gild Hall in the Village or other suitable public place in the Village. Written notice of the time, date and place of all regular meetings of the Town Assembly shall be mailed by the Secretary of the Town Assembly to all residents of the Village at least 5 days prior thereto.
- (b) Special meetings of the Town Assembly shall be called by the Secretary of the Town Assembly (1) upon the written request of 25 residents, provided that such request shall state the purpose for calling such meeting, which purpose shall be set forth in the notice of such meeting; or (2) upon the affirmative vote of a majority of residents in attendance at a regular or special meeting of the Town Assembly provided that any motion for the calling of a special meeting shall state the purpose therefor, which purpose shall be set forth in the notice thereof. Notice of the time, date and place of any special meeting of the Town Assembly shall be mailed to all residents at least 5 days before the date thereof.
- (c) At all meetings of the Town Assembly thirty-five (35) residents shall constitute a quorum for the enactment of all ordinances, the adoption of all resolutions and motions, and the transaction of all business properly before the Town Assembly.
- (d) Each resident attending a meeting of the Town Assembly shall have one vote on each matter brought before such meeting. The Secretary of the Town Assembly shall take the yeas and nays and, unless otherwise specified in this Act, a majority of the yeas shall be sufficient to pass all ordinances, resolutions and motions at any meeting of the Town Assembly and to transact all business properly brought before the meeting.
- (e) No ordinance of the Village shall be voted upon by the Town Assembly unless submitted to the Town Assembly in writing and read at the two consecutive meetings, whether regular or special, next preceding the meeting at which such ordinance shall be voted upon.