

Advisory Meeting Minutes

June 4, 2018

Attendance Brooke Bovard, Jeff Politis, Danny Schweers, Mike Curtis, Ray Siegfried, Al Marks, Jan Westerhouse , David Michelson, Warren Rosenkranz, Daryl Holcomb, Denise Nordheimer, Carol Larson, Denis O'Regan, Cookie Ohlson

Guest: Carol DiGiovanni

Acceptance of March 2018 Advisory Minutes approved as presented.
Advisory Agenda Accepted. (By voting on agenda it puts it on the floor for discussion).

Agenda

Minutes

New Residence

Departed

Visitors

Communications – Jeff Politis

Trustees Report - Mike Curtis announced that Carol Larson's name will be put forth for his replacement upon his retirement. Ballots will be mailed September 4th. (Amend Agenda Motion - The Trustees Report: New Trustee Choice Announce to replace Mike Curtis. Amended Agenda Motion Approved).

Treasurers Report – David Michelson

Review of Financial Policies (copies will be made available at TA).

Advisory – Danny Schweers (All motions under New Business/ New Temporary Policy for Q & A after Reports/ Points of Order)

Board of Assessors- Warren Rosenkranz

Assessor's Report (Amended Agenda from Final Report to Assessor's report. Amended agenda approved).

Committee Reports (Descending Order)

Safety – Brooke Bovard

Committee is continuing to put up multiple signage pending the lengthy process involved in getting utility to approve Arden's location. Brooke thinks if they continue to act slowly on this, Safety Committee will go to the September's Town Assembly to request Budget Committee to allot funds to cover any accidents from cutting gas lines.

Five leaseholds are located on the Fire Lane and Safety questions does this present a potential challenge for fire trucks and ambulances. A possible remedy is to have Fire Lane designated as a street name. This will not be brought to June Town Assembly. It still has to be addressed at the committee level. Brooke was looking for guidance and she welcomes suggestions.

Registration – Jan Westerhouse standing in for Cecilia Vore

Jan passed around an update list to be verified one more time for accuracy.

Playground – Daryl Holcomb

Forest – Carol Larson

Community Planning – Ray Seigfried

New County Code governing the use of bamboo (Present under New Business).

Information posted in Arden Page and a public meeting is scheduled for June 21. Plan to present at June Town Assembly to discuss options and possibly present a motion.

(Agenda amended and approved)

Airbnb and short-term rentals

An inquiry was presented about a potential Arden House purchase with intent to turn into Airbnb. Community Planning is engaged with New Castle County to figure out code requirements. If the code is allowable, which they think it is, then what does the town want to do as a community? No motion will be presented. Amended Agenda approved: Discussion of proposed policy regarding Airbnb and other short-term rentals.

Safety concerns at Town Assembly (Maybe presented September Town Assembly co-sponsored by Safety & Community Planning)

Community Planning expressed that they were very concerned about the lack of civility at our Town Assembly meetings. This has been going on for over a year but more so, they feel that during the last six months there have been enough physical issues to promote a real concern. Based on their concerns, they feel strongly they want to present a motion to direct the Chair to at least take some action (i.e. Police presence at TA meetings) to propose at Town Assembly meeting for discussion and approval.

However, Safety Committee pointed out that they were tasked with this (Specifically, what do we need to feel safe at the meeting?) and they have not heard from Community Planning when they were having discussions and held a public meeting in

which Safety Committee rejected police presence unanimously as an idea. Community Planning agrees that they did not coordinate with Safety Committee, but nonetheless they disagree with Safety Committee's decision and strongly feel there are safety concerns in which something needs to be done.

Advisory suggests Safety and Community Planning revisit it together and possibly discuss at the September Town Assembly under New Business. Safety Committee next monthly meeting is June 13 at 7 pm BWVC in which Community Planning members will attend. Community Planning monthly meeting is June 20 in which they invite Safety Committee. This will not be presented at the June Town Assembly but maybe it will be in September's agenda.

Task Force Parking in Arden

Motion to suspend rules to address task force (Rule: 50% or more approval required) Approved.

Sadie Somerville expressed at March Town Assembly -to create a task force to address Parking in Arden. (The motion Sadie presented at March Town Assembly was tabled and probably will not be put back on the table. Instead probably the task force will be the path to resolving parking issue.)

After the March Town Assembly meeting she sent an email along with a suggested proposal to address Village Parking as follows:

ardenchair@arden.delaware.gov <ardenchair@arden.delaware.gov>

Thu, Jun 7, 11:22 AM
(8 days ago)

to advisory, trustees.of.arden@gmail.com, Civic, Forest, Safety, Mike, Carl, Barbara, Walt, Archives, Audit, Budget, BWVC, Planning, Playground, Ruth, Edward, Danny, Secretary, Raymon, Treasurer, Elizabeth, Cecilia

All,

Attached below is the email from Sadie that I read from on Monday.

Jeffrey

Hello,

I have made summary of the discussion for parking in Arden and specifically on the Sherwood Green where a crusher stone surface was applied before the March Town Assembly.

A mindful and thoughtful look at the issues caused by the increase in cars and parking should be addressed by Arden's Community Planning and the other committees and groups involved. Hopefully with a serious understanding and look at alternative proposals the town's people can help determine a sustainable approach to this ever-increasing problem in our Village.

please see attached:

1. Proposal, inquiry, suggested ideas
2. Article in April Arden Page

Thanks you all for addressing this issue.

Sincerely,
Sadie Somerville
302 475-1745

note: A copy has been received by the chair of Community Planning before the May Arden Transition Meeting

Arden Parking

Proposal

To Arden Town Chair, Community Planning, Civic Committee, Safety Committee, Buzz Ware Village Center, Arden Club

PROPOSAL

Start a parking task force committee to get fresh ideas on parking in Arden and what the Greens are to be used for? The parking task force would then make recommendations to the town to vote on at Arden's town assembly.

It has been 21 years since the plan for parking on the greens was addressed and it is time to look at it again. Since 1997, there is a huge increase in the number of cars and frequency of parking on the Sherwood Green.

In March 24, 1997, the Town Assembly report for Community Planning Committee addresses the Parking on the Greens. parking task force made up of representatives of the Arden Club, a group concerned citizens, and representatives for the Buzz Ware Village Center, Community Planning, Civic Committee, Arden Club, Safety Committee, and the Arden Town Chair

Purpose:

The purpose is to define what is a Green and what is parking?
Sherwood and the Village Greens are designated parkland.
They should remain parkland and be GREEN.

Civic:

Civic says that the greens get rutted when cars park so often (in rain, snow and mud) and grass cannot grow. They put down crusher stone to alleviate the rutting on the green. Civic has a material that grass can grow through and it can withstand cars parking on it.

Inquiry:

How much of the green is to be surfaced for parking?

How frequently, for how many cars?

What materials and plan does Civic committee have to use on the greens for parking?

Review parking discussions from 1998-1999 (see town assembly minutes) and revisit how successful or not those plans have been.

Town assembly minutes addressing Parking on the Greens:

March 24, 1997, Community Planning report, September 28 1998, community planning report Sherwood Green landscaping plan, June 28, 1999 Community Planning report on Sherwood Green

6/28/99 "Permit controlled parking on the green, allowing parking only during scheduled Community events; establish a parking policy that includes staffed supervision of parking area during all events."

Do the residents of the town want the greens to be parking lots?

Innovative approaches to parking:

What are alternative ideas?

A number of Arden people have shared their ideas and I am sure that more creative ideas can come out with town's folk participating in the discussion with a Parking Task force. **These are some ideas:**

Encourage carpooling and save energy, lessen pollution and use of gasoline while keeping our environment green.

Is Sherwood Green the only place that can be used for parking? Plan parking in other locations around town. Can add some parking on Pond Lane (Shady Grove side) or on the Village Green to spread out the number of cars parked just on one place.

See if Ivy Gables has unused parking and people can carpool from there or arrange a pick up spot there?

Charge a small fee for parking to offset the cost. The Arden Club can do the same. Fee for parking cars with a single passenger. May encourage carpooling.

Club could add a small fee to ticket prices to offset the costs of alternative parking. Remote parking with shuttle etc.

Work with the community, such as partner with Ivy Gables on their taxi (car) service, maybe it can Curtail costs and work together to help pay for their insurance and licensing.

Hire or arrange for a driver to transport Arden's people to events when most go at the same time. Such as a theater program or Arden Dinner. It would reduce number of cars parking.

Task Force Motion

Jeff Politis presented a motion that representatives of Civic, Community Planning, Safety, BWVC, Playground and one representative of Arden Club will convene to recommend a pathway toward a parking policy for the Village of Arden (a specific

date will be provided by those present at this meeting: Civic, Community Planning, Safety, and BWVC).

Discussion of motion

Until there is a new direction, the parking will continue in good faith until there is a new policy put in place.

Jeff defined the requirements of the Task Force. Jeff suggested inviting all, but that would be the group's decision. This is the group that will determine what is the best way to address it. If it is a sub-committee or an ad hoc committee, that would be the recommendation and that is what is pursued.

Task Force Motion approved. This will need to be mentioned at Town Meeting under New Business.

Civic - Al Marks

Agenda item Motion: Discussion of a potential bus stop shelter with a time limit of 10 minutes for discussion. **Agenda Motion approved.** (Safety Committee points out that there will be no parking near the bus shelter. Signage will be posted soon.) Suggest a handout that would help with time limit at Town Assembly to discuss shelter information.

BWVC - Denis O' Regan

Budget- Denise Nordheimer

Audit – Cookie Ohlson

Archives – Lisa Mullinex (Absent)

Old Business-

Amended Ordinance #14, 2nd reading

Reminder – Each committee was going to post a description of their committee and post to Arden Page. Safety was first to post and they have posted it to the Arden Page, but no other committee has followed up. (descending order).

New Business –

Communications Chairman Jeff Politis

New Temporary Policy for Q & A

Create new policy to set time limits during the Q & A following reports.

After much feedback from those who attend the Town Assembly meetings, Jeff consulted with Village Parliamentarian, Jonathan Jacobs, to address what can be done to maintain some timing order during the Village Town Assembly meetings.

Parliamentarian J Jacobs suggested the following:

1) putting limits on total time of a committee report or 2) putting a limit on discussion at the end of committee report as a policy rule.

Those rules can be suspended and you can add time.

Jeff's recommendation is to set limits of 5 or 10 minutes at the end of the reports during the Q & A. One question per person until the designated time for Q & A has expired. Rather than someone with a list of questions running through the time, they ask their one question and then go to the end of the line. There is exception to the rule. For example, if a committee has a special topic that will take more time, then the discussion time will be set to accommodate that topic.

If the group is in agreement, then Jeff would like to present a motion to make it a new policy under the Advisory Committee Report. All in agreement. Advisory Report will announce New Policy for Q & A after reports to be tried.

Recommend that all motions to be presented under New Business

Motion: Moved that the agenda stands as written with the exception that all motions be moved whether by individuals or by committees be moved to New Business.

(Advisory Committee Report will present motion). **Not Approved** because a motion is not necessary.

Enforcing Civility at TA Meetings based on Robert's Rule: Point of Order (To be announced at the beginning of Town Assembly meeting.)

Managing decorum - Calling anyone out for a lack of decorum (Examples: Anywhere from hand gestures to aggressive language, questioning integrity etc.)

The way it works - After so many warnings, the Town Assembly Chairman will ask the Town Assembly if they wish to impose a penalty (Examples of penalties: Do nothing, request an apology, censuring or expelling a member from the meeting). Chairman expressed he will do his best to do this as even handedly across the board as possible.

The Parliamentarian also pointed out that someone at the microphone is not obligated to answer a question. Jeff likes to try to answer as many questions as possible but sometimes one gets to a point that they have exhausted their responses and they are done and they have the option - no obligation to answer.

Danny reviewed the following Roberts Rules - Points of Order (Copies will be provided at Town Assembly)

Brooke suggested the parts of the Points of Order that should be given to people is this Special Occasions for Points of Order.

This is a draft and probably will be modified for Town Assembly

Some of Robert's Rules of Order summarized by
Danny N. Schweers, 4 June, 2018.

POINTS OF ORDER

A point of order should be raised by any member of the Town Assembly whenever a breach of order occurs. The member should stand, say "Point of order!" and wait to be recognized by the chair of the town assembly. Whoever has been speaking should stop and immediately yield the floor. The chair then says, "The member will state the point of order." The person then goes to the microphone and states the point of order. The chair then rules if the point of order is well taken or not, briefly giving reasons.

Special Occasions for Points of Order

- In debate, member's remarks must be germane to the question before the assembly.
- Speakers must avoid personalities, and under no circumstances can a member attack or question the motives of another member.
- When the chair demands it, all remarks must be addressed to the chair and not to another member.
- As much as possible, the use of names of members should be avoided in debate.

Appeals of Chair's Rulings on Points of Order

The assembly, not the chair, has the final say as to whether rules have been violated. If you disagree with the chair's ruling on a Point of Order, then without waiting to be recognized you may stand and say, "I appeal from the decision of the chair." Once the appeal is seconded, it may be debated. The chair is allowed to speak first, then other members may speak once, then the chair is allowed to speak last, closing debate. The chair then says, "Shall the decision of the chair be sustained?" A vote is taken. A majority vote in the negative is required to overturn the chair's ruling.

Debate on an appeal is not allowed when the point of order relates to (1) indecorum or transgression of the rules of speaking, (2) priority of business, and (3) when an undebatable question is immediately pending or involved in the appeal.

ADDRESSING ALL REMARKS THRU THE CHAIR

Normally, by Robert's Rules, members of an assembly cannot address each other directly. Instead, they must address the chair of the assembly.

REQUEST FOR INFORMATION

A Request for Information is a request directed to the chair, or through the chair to another officer or member, for information relevant to the business at hand. Normally, by Robert's Rules, members are not allowed to carry on discussion directly with one another.

CHANGING LIMITS FOR PENDING QUESTIONS

While a debatable question is pending, the allowed length or number of speeches can be reduced or increased, for that question only, by means of a subsidiary motion to Limit or Extend Limits of Debate. Adoption requires a two-thirds vote. The motion can also be used to close debate at a specified future time. Debate can be halted immediately by moving the Previous Question (a.k.a. Calling the Question). These motions are not debatable; votes are taken immediately after these motions are made.

Good and Welfare - Congratulation to our high school graduates! Tiernan Harcourt-Brooke, Autumn Falstad, Shane van Neerden, and Gryphon Ridings.

Meeting Adjourned

Respectfully submitted,

Elizabeth Resko, Village secSectary