

Arden Civic Committee Agenda

Wednesday, January 27, 2021

7:30 p.m. via Zoom Meeting

Call to Order

Approval of December 23, 2020 Minutes

Categories

- Administrative
 - Budget Status
- Roads
 - Marsh Road Fire Lane
 - Potholes and Possible Sinkhole
 - Master Plan
- Projects / Grants
 - Water Management Grant
- Permits / Reservations
- Maintenance Projects
 - Fence Repair
 - Sign Post Repair
 - Road Repainting
 - Adopt a Drain
 - Trash Can Holders
- Tree Work
 - White Pine on Village Green
 - Follow-up on Identified Trees
- Greens
- Seasonal Contract Oversight
 - Snow Contract
 - Leaf Removal (Memorial Garden and Sweep)
 - Authorized Work
- Miscellaneous
 - Candidates for Committee

Other Old Business

New Business

Adjourn

Zoom Meeting Information

Meeting Link:

<https://zoom.us/j/480638694?pwd=SEE5dEZmN09jaFNQeUZCSE1OWIFsUT09>

Meeting ID: 480 638 694

Password: 537947

One tap mobile

+13126266799,,480638694# US (Chicago)

+16468769923,,480638694# US (New York)

This information is also online
at www.arden.delaware.gov on
the Civic Page.

Attendance: Steve Benigni, Carol Larson, Rick Ferrell, Harold Kalmus.

Absent - Mark Wood

Guest - Carol DiGiovanni.

Call to Order - Steve Benigni, Chairman, commenced Zoom meeting at 7:32 p.m.

Approval of December 23, 2020 Minutes - Minutes approved as presented.

Categories

- Administrative
 - Budget Status

Skip's spreadsheet listed repair cost of Meadow Lane as \$4,000 instead of \$24,000. It is possible that Skip is factoring in reimbursement of \$20,000 from state.
- Roads
 - Marsh Road Fire Lane

The road leading back to the water tower is eroded. Steve will contact those companies who rent tower space and utilities companies that use this road to help with funding or repairing it, since it is believed they originally installed the road for their convenience. In the meantime, Rick suggests obtaining a schematic of the Village. Do a walk through that would highlight in a macro sense what all the issues are. Develop a master plan that would look at it holistically by identifying only Arden problems and prioritize them. Rick will try to electronically recreate the 1960s Arden Village street map on Google maps or New Castle County's GIS interactive map (<https://gis.nccde.org>).
 - Potholes and Possible Sinkhole

There is a sinkhole in front of Rob Montejo leasehold (2102 Millers Rd.) Water runs down from the leasehold behind his leasehold (Diana Kadash, 2217 Hillside Road) where there is a stone swale that runs under the house. There also is a drainpipe crossing Millers Rd diagonally from the drain across the street. That is where the hollowing out is. Rick agreed to do a walk-through to determine the degree and type of sink hole and if need be, contact a professional. Carol will check with Drew about a referral.
 - There is a rut on the corner of Millers and Woodland (Melton's leasehold). Trucks turning corner deepen the rut. It might need a swale

or some kind of water retention structure. This might be a part of the Water Management Plan.

- Projects / Grants
 - Water Management Grant
Drew from Forsite presented their master plan at the January Town Assembly and they will provide maps and information to be posted to website.

- Permits / Reservations
 - The committee needs to work with Forest, Safety, BWVC and any other committees to come up with a masterful way to streamline the permit request process in terms of redesigning the permit form for each community space requested for use, sending permit form to the appropriate committee for approval, creating a user-friendly website to easily locate permit form, and have an easy fill out on-line form that actually works.

 - Question – At what level is a permit required to be submitted to use the community spaces such as the Greens?

Informal residential use of the Greens where there are no parking requirements should be considered standard community use in which a permit would not be required. However, Civic Committee should be informed that a group (limit #?) will be gathering for a specific use so they are aware of the nature and size of the gathering and can evaluate if there are any concerns to be addressed. To address cleanup after use of Green it was suggested that a refundable deposit be required at registration contingent on returning the Green in the conditioned received (deposit process to be worked out). To communicate this policy to residence, Carol Larson will put something into the Arden Page.

- Maintenance Projects
 - Fence Repair
The Fence on Millers Road Dave Claney will repair.

 - Sign Post Repair (Orleans Rd and Harvey Rd) Dave Claney will repair.

 - Road Repainting
Steve walked around town to observe consistency of painted road arrows. The one-way arrow painted at the circle of Orleans and Millers Rd, should be a two-way arrow on Millers Road side of circle. Steve &

Rick will take a look. Reiterate that the repainting of the speed bumps will be in white reflective paint instead of yellow. Originally considered installing chevrons, but decided not to install them.

Intersection of Woodland Rd and Millers Rd.

Nonresidents who are not familiar with town roads tend to turn from Millers Road onto the one-way Woodland Road in the opposite direction. Currently, there is a Do Not Enter sign, but it's not effective. Steve suggests painting an arrow.

Observe parking lines at Buzz. In addition, recommend widening parking spaces due to extremely tight fit and difficult to park within lines.

Inn Lane

There is an opening in the curb where it is lined with pavers and people tend to park at the opening. Steve suggests painting a line to indicate no parking.

Obtain estimate from Smith Paving

- Adopt a Drain
Monitoring and observed that the drains are not as clogged as before. Keep asking for help from the community.
- Trash Can Holders
Harold obtained final dimension and Ken Morrison, contractor, is planning on purchasing supplies. Confirming that the group will not use concrete pads but will use concrete to secure posts.
- Tree Work
 - White Pine on Village Green
Arborist did not want to trim top because it is not good for the tree. The tree appears to be stable. Therefore, the committee decided it will continue to monitor the condition of the tree and continue to gathering information. (estimated cost to remove \$3,000-\$4,000).

Status of Fells Oak

Carol is planning on having the cable inspected. Steve requests that they continue to monitor.

Other - tree work

Sherwood Green

Broken poplar hangs over the stile. The leader is broken off at the top.

Forest wants to certify the BWVC as wildlife habitat. Since Civic is responsible for maintaining grounds of BWVC, they would also maintain the habitat. In the process of obtaining signatures. Jill Alhouse-Wood is working on Village wide certification. A motion was presented by Carol Larson to make the BWVC a wildlife Habitat. Motion passed unanimously.

- Seasonal Contract Oversight

- Snow Contract

Civic Committee received an invoice in the amount of \$1,200 for salting Arden roads. They need more information about the service provided before they can approve for payment.

Contract terms - Snow to be plowed at least 3 inches at rate of \$100/hr. or \$125/skip loader; and salting will be \$320/hopper load or \$40/bag with a \$600 retainer. The contract does not define who or what to salt.

Historically, most of Arden is not salted. However, in recent years, two areas have been identified as potentially problematic during icy weather conditions. One area is bottom of Hillside Rd (I think Skips Bailey area) and the other is in front of Arden Craft shop on Millers Rd. They will speak to Burslem about the invoice and to members of the Craft shop to try to gain an understanding.

Civic established the following Salting Policy –

Salt all intersections, historically chronic places and inclines that flow into a bottom where the water will pool. Salt above the incline so the first surge of water does not sweep away the salt that accumulated at the base. This will create salty water running down over the chronic area. Civic Committee will evaluate what needs salting and instruct Burslem. Should Burslem determine that salt is needed where it has not been scheduled for salting, he must contact civic member far enough in advance so the situation can be evaluated for approval.

Point of contact will be Rick Ferrell, who has experience with managing shopping center parking lots and who will make sure the Civic Committee is diligent and monitors for minimum salting. If Rick is not

available, contact another Civic Member (Civic will provide Burslem with list of contacts & phone#).

- Grass Cutting Contract
Leaf Removal (Memorial Garden and Sweep). Contractors need preauthorization for leaf removal.
- Authorized Work
- Miscellaneous
 - Candidates for Committee
Harold Kalmus (yes), Carol Larson will contact Steve Curly, Ed Rohrbach (yes) and Sachin Puranik (yes) and Mark Wood (yes).
 - Wires hanging down on Woodland and second wire hanging is at the intersection of Orleans and Harvey Rd. Carol DiGiovanni offered to call Verizon and Comcast.
 - Webpage. Carol Larson informed the committee that if there is any information that they would like to share with the community, they can post to the Civic web page (i.e., drawing of trash cans, road signs pictures, etc.). Steve will provide Carol with pictures of the new street signs to be posted to website and Harold will provide his drawings of the new trash cans

Other Old Business

New Business

Adjourn 9:01 p.m.

Respectfully submitted,
Elizabeth Resko,
Village Secretary