



VILLAGE OF ARDEN TOWN ASSEMBLY JANUARY 25, 2021

Town Meeting Minutes



Next Town Assembly for the Village of Arden is March 22,2021 @ 7:30 p.m. Gild Hall
2119 The Highway, Arden, Delaware

MOTIONS/RESOLUTIONS/POLICIES PRESENT**11.5 Community Planning** – Jennifer Borders**MOTION:**

The Arden Town Assembly approves as written the “Community Planning Committee Guidance Policy” document dated 1/25/21. Changes to the Guidance Policy may be made by bringing them to the Town Assembly for a vote. **Motion was unanimously approved.**

ATTENDANCE

Bob	Andress	1	Lisa	Mullinax	32
Skip	Bailey	2	Betty	O'Regan	33
Steve	Benigni	3	Denis	O'Regan	34
Harrison	Borders	4	Cookie	Ohlson	35
Jennifer	Borders	5	Ron	Ozer	36
Alan	Burslem	6	Ruth	Panella	37
Maria	Burslem	7	Sam	Panella	38
Marianne	Cinaglia	8	Jeffrey	Politis	39
David D	Claney	9	Pam	Politis	40
Beverly	Clendening	10	Sachin	Puranik	41
Steve	Curley NV	11	Gary E	Quinton	42
Mike	Curtis	12	Elizabeth	Resko	43
Carol	DiGiovanni	13	Grace E	Ressler	44
Dorinda	Dove	14	Deborah M	Ricard	45
Bob	Erenburg	15	Toby	Ridings	46
Carl	Falco	16	Ed	Rohrbach	47
Stevie	French NV	17	Warren	Rosenkranz	48
Kyle	Gay Evans NV	18	John	Scheflen	49
David	Gerbec	19	Marcia	Scheflen	50
Simon	Hamermesh	20	Danny	Schweers	51
Ellie	Hansen NV	21	Vicki	Scott	52
Terry	Harvey NV	22	Ray	Seigfried	53
Andrew	Hayes NV	23	Sadie	Somerville	54
Barbara	Henry	24	Elizabeth	Varley	55
Elaine	Hickey	25	George	Vernon	56
Larry	Lambert NV	26	Mary	Vernon	57
Carol	Larson	27	Cecilia	Vore	58
Barbara	Macklem	28	Larry	Walker	59
Julia	McNeil	29	Laura	Wallace	60
David	Michelson	30	Jan	Westerhouse	61
Gary	Mullinax	31	Tom	Wheeler	62

1.0 Call to Order - Chair Jeffrey Politis called meeting to order at 7:36 p.m. and he verified there was a quorum.

2.0 Approval of Minutes - September 2020 Town Assembly Minutes approved as presented.

3.0 New Residents – Bob and Ellie Erenburg moved from the “Peace House” on the Petit Green to 2309 Woodland Lane in Arden (formerly the Melton’s) in October. Welcome!

4.0 Recognition of Departed

Ronald William Nair October 30, 1947 - October 15, 2020. Ron and his wife Aileen, who preceded him in death in early 2018, moved to Arden during their retirement years. Many knew Aileen, but few knew Ron. Ron was a quiet, reclusive person who worked as a graphic designer teacher at the Art Institute of Philadelphia. His hobbies and simple pleasure were enjoying the company of his students, painting, collecting vintage train sets. He will be missed.

Milton Isaac - Age 91, passed away on December 13, 2020. He graduated from P.S. DuPont High School in 1945, and the University of Delaware in 1949, marrying Alice Keyser, also of Wilmington, on September 21, 1950. He graduated from Temple University Dental School in 1955, following which he entered the Army. After the army, he set up his dental practice in N. Wilmington. He helped bring fluoridation of water to Delaware. He was elected to be an alternate delegate to the ADA, where he was instrumental in the election of the first president from Delaware of the ADA in more than 130 years. Dr. Isaacs became an officer of the DSDS and was president of the Society in 1976-77. He established the dental PAC in

1976. Dr. Isaacs was inducted into the International College of Dentists in 1985. In 2008, he was honored by the DSDS for his many contributions. He practiced dentistry until 2009. For many years they lived in Holiday Hills and then Arden for 34 years. They raised four children. He and Alice, his wife of 70 years, moved to Maris Grove Retirement Community, Glen Mills, PA in July of 2009.

John A. Covert (aka Jack) - passed away on November 18, 2020 at his home in Centerville, MD at the age of 83. He graduated from Henry C. Conrad High School in 1955 and received a Bachelor's Degree in 1960 and a Master's degree in 1962 from the University of Delaware. In 1960 he married Nancey K. Scafe and resided in Arden. In 1962 they moved to Queen Anne's County, where he took a position as Assistant Gardner with Wye Plantation and later was Head Gardner until he retired in 1999. Mr. Covert was a member of the Lions Club, Queen Anne's County Forestry Board, Queen Anne's County Beautification Committee and past President and Board member of Trustees of Adkins Arboretum. Mr. Covert is survived by his two children and was predeceased by his wife Nancy in July of this year.

Jill Brandner of Ardentown. Unfortunately, there was no obituary and we have little information about Jill. Thanks to Lisa Mullinax who provided the following: Jill Brandner, daughter of John and Mayda Brandner, both deceased. Sister of John, David and Susan. Attended Pomona College. She was in her 70s. Susan still lives in Ardentown.

5.0 Visitors (2 minutes each):

- Representative Larry Lambert (State Representative of 7th District).

He is a community leader and a proud, lifelong resident of Claymont. He has worked hard for his neighborhoods in a variety of ways.

Advocating for the following:

- He serves on the Natural Resource Committee. He is advocating to improve by at least 50% renewable energy under a Delaware law known as the “Renewable Energy Portfolio Standards Act” in which Delmarva Power must increase the percentage of its electric supply generated from renewable energy sources each year until the year 2025, when a minimum of 25% renewable energy must be achieved.
- Delaware minimum wage increased from \$8.75 per hour to \$9.25 per hour on Oct 1. On January 1, 2021 increased to \$10.25 and will continue to raise by \$1 at start of each year until it hits \$15 in 2024.

Jeff Politis met with Larry for several hours to discuss Arden’s government structure (ACRA, Arden Club, Trustees, etc.) to explain how it all works and what makes Arden “tick”. Jeff thanks Rep Lambert.

Contact information and encourages all to check out his website

Larry.Lambert@delaware.gov , work: 302-744-4351

Vaccine request.delaware.gov or call the COVID-19 Vaccine Call Center at 1-833-643-1715. call the COVID-19 Vaccine Call Center at 1-833-643-1715

- Senator Kyle Evans Gay (Senator for the 5th district)

Some of the things she will be working on this session:

- Election reform

As Chair of the Elections Committee in the senate, she will be looking to bring new procedures: No excuse absentee voting, voter registration, and accessibility.

- Deldot update construction on Interstate 95.
Any questions concerning construction, she encourages to reach out to her office. Also, for updates on the construction of I-95 go to Restore the Corridor <http://restorethecorridor.com>. I-95 Restore the Corridor is a DelDot website about a three-year construction project that starts March 1. Before it starts, there will be preliminary work from Feb 12 to March 1. It will detail the work to be done and the status, along with a guide to getting around during the construction, with updated traffic alerts.
- Any policies that Arden community is interested in exploring she would be more than willing to sit down to discuss it. She holds community coffees and would love for you to stop by.

Her contact information: Kyle.Gay@Delaware.gov, (302) 744-4137, www.fb.com/SenKyleEvansGay Assistant: Mary.Grace.Colonna@delaware.gov, (302) 744-4107. email: vaccine@delaware.gov or call the Delaware vaccine hotline established for questions at: 1-833-643-1715.

Comments: Jeff has requested vaccine sites for N. Wilmington area. He will keep in touch with our state representatives on this issue.

- Andrew Hayes, Forsite Associates, Inc., Sr. Engineer and Landscape Architect presented an update on the Water Management Plan (5 minutes for presentation and 5 minutes for Q & A)

The purpose of the Water Management Master plan is to look for opportunities to improve water drainage issues where they are impairing water quality. (Relief maps of

the watershed's areas were part of the presentation and will be available on Arden.Delaware.Gov).

Arden is a small watershed within the larger watershed for the South branch of Naaman's Creek and Perkins Run. Looking at what opportunities are within Arden watershed. They created digital terrain mapping to establish where are the key flow spots within the neighborhood. In all kinds of weather, and over a dozen times they observed the infrastructure. They also studied old Arden maps.

The Arden watershed was divided into 10 individual watersheds to get an idea of what needs to be done in each watershed and to observe where the water flowed. Each watershed was identified and mapped out with a description and assigned an impervious percentage (Impervious surface is a good proxy for water quality problems relating to pollutants and water quality problems relating to amount of water). More impervious surfaces, in general the more pollutants and more water to deal with your drainage system. Within each watershed they gave a general description: What's in it? What's going on? Where's the water? What types of things might get done? They have an illustration where they suggest BMPs might be located. And what those might be able to treat in terms of the watershed itself. Within the areas, where they have the BMPs, they came up with suggested treatments and show pictures where they might happen. These include drainage improvements, such as guttering that needs to be replaced or, where it is missing implemented, and where BMPs can be introduced. Finalize what can be done and develop prioritizations so they are making recommendations on what should be done first and what do they think the order of implementation should be. Then a cost analysis so they can make some general

recommendations on order of magnitude cost as part of the planning for implementation.

Questions/Comments

BMP is best management practice which is proven methods of treating storm water or dealing with drainage. An example of a BMP is the rain garden at end of the Green. It can be a porous paving, or it can be a catch basin to address clogging and erosion.

How pervious is Arden? Arden's numbers are smaller than your neighboring developments. The reason Arden has a smaller impervious percentage is because Arden has large tree cover, narrow roads, narrow driveways that reduce the impervious cover. Some get into the 20s and 30s, which is considered relatively high.

How to prepare for the one-hundred-year storms? The one-hundred-year storm is now referred to as the 1% storm, meaning a storm that has a 1% chance of happening in any one given year. The infrastructure is not built to handle these large storms, because they are expensive but there are a number of things that can improve drainage within community. With storm water management, quite literally "every drop counts". As you take more water and treat it, hold it back, it will reduce the impacts.

6.0 Town Chair - Jeffrey Politis

Town Chair, Village of Arden. Communications from the Chair.

Since the last town meeting....

1. We moved into 2021. Happy New Year to Everyone.

2. In addition to the governmental changes at the federal level, the Village also has new state representation. Both Rep Larry Lambert (RD 7) and Senator Kyle Evans Gay (SD 5) were elected in November. I believe both are here today. Welcome to both of you, congratulations on your victories, and we look forward to working with you as you represent the interest of the Village and its residents.

I also want to take a moment to thank their predecessors – Rep Ray Seigfried and Senator Cathy Cloutier. Both Ray and Cathy were tireless workers for the Village and the State and continue to be even after they left office – Cathy continued her work to make sure the Village will receive reimbursement for the storm damage on Meadow Ln and Ray made sure that the project to improve the safety of the Marsh and Harvey Road intersection was funded and moving forward. Thanks to both of them for their service to our community. Councilman John Cartier was also re-elected. Many already know Councilman Cartier. We are happy to have him back and appreciate the work he has done and will continue to do in support of the Village.

3. Speaking of the Harvey/Marsh Road intersection. Many of you know that the Village along with the surrounding communities worked with Deldot on ways to improve the safety of the Harvey/Marsh Rd intersection. This work has been going on for at least a year and Deldot recently presented a final plan which included crosswalks across all roads and some changes to lane markings. Work will begin once they obtain the necessary easements. This is exciting and should be a big improvement for everyone who uses that intersection. Thanks again to Ray for making sure this project was fully funded and ready to go.

Additionally, I met with Larry a week ago, who also indicated his support for this project moving forward.

4. 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. The court ruled in favor of the Village of Arden in that it agreed that the use of the funds from the Shroeder Bequest to purchase the property was appropriate. We continue to finalize the framework of the trust so that it can be presented to the Village, discussed, and voted on.
5. The Village received two FOIA requests. One of the requests was not fulfilled by the Village. The requestor filed a complaint with the Attorney General's office. We received notice last week that the AG's office agreed with our position.
6. I met with NCC recently along with the Ardentown Chair to discuss the upcoming bill that, if passed, will change some aspects of the local services tax and credit system. The specific questions related to taxes applied to the Village for access to the County Police and if the new law would allow the Village to get credited for areas not covered by NCC Police. The answer was no, but the new bill may allow the Village some opportunity for tax credit for additional policing if desired. A topic I will pass along to the safety committee. Note that the Village receives credit back from the county on "local" expenses – maintenance of greens, forest, roads, etc.
7. At that meeting, we had the opportunity to also meet with Col. Bond, NCC chief of police. We appreciated Col. Bond's time and input in helping to address our questions. Col. Bond reminded us that the Ardens has a community liaison officer, Kristen Hester, who can help

answer questions, etc. I know that our safety committee has regular contact with officer Hester, who is willing to communicate with individual residents as well.

8. The end of December was the last date that the Village could submit for Covid related expenses to the county for Care's Act funds. Overall, the Village received reimbursements close to \$18,000 worth of expenses. The bulk of those expenses was for improvements made to the BWVC air handling equipment, which the BWVC committee will talk about. However, we also received reimbursement for signage, supplies, and our zoom accounts. The amount of money we received was over our original allocation, but both Ardentown and Ardencroft agreed to transfer some of their allocation towards the work at the Buzz. Thank you to them for that support.
9. One process-change for tonight. We continue to try optimize our zooming procedures. Voting has been clunky at best. So, we will try a new way tonight. Hopefully simpler. We will simply do a roll call vote using the participant list. Once a question is called, I will call people's names using the participant list and ask for a verbal yes, no, abstain. Please familiarize yourself with the mute/unmute control so that we can work through this new approach.
10. Something to think about. I have been contacted by two students over the last month who were interested in learning more about Arden. One student was a 14-year-old high school student from Missouri who was doing a civics project on Utopian societies. She found Arden and had some questions. I thought I would pass the primary one along to you as food for thought – "Would you consider your government/society a perfect society? And why?"

As trying to answer this question tonight with this group would potentially take longer than we have, I simply leave it to you to chew on.

11. Lastly, a reminder that this meeting is being recorded and we ask that you please state your name when you speak. Let's have a respectful and deliberative meeting. Thanks

So, submitted,

Jeffrey Politis,

Town Chair, Village of Arden

Communications Report – Thank you!

7.0 Trustees – Carl Falco

The Trustees have several items to report this evening.

Finances: We cannot provide hard copies of the Trustees' quarterly financial summary to hand out as is our usual custom; the financial summary will be available as a part of this report when it is posted as part of the meeting minutes, or a hard copy can be obtained by request.

Land rent bills are being prepared and will be mailed the first week of February. Land rent is due March 25, 2021. Included with the land rent bills is an explanation of how the land rent amount is determined, based upon the 2020 Arden Board of Assessors Report. Please note that since the Board of Assessors proposed land rent spreadsheet was posted in June, there have been several lots where the square footage changed due to new surveys performed.

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. Over \$40,000 was returned to leaseholders last year. You can get information about the property tax reduction programs online 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 upcoming tax year.

Audit: The 2019-2020 Trustees' audit, performed by Barbacane Thornton & Company, has been completed. Copies were sent to the Town Chairman, Secretary, Treasurer and Audit Committee.

Leasehold transfers: Since the September Town Assembly meeting there has been one transfer: 2108 Harvey Road to Walter Neibauer (Sayer).

We would like to report a correction of the Trustees Report submitted to the January 27, 2020 Town Meeting. We reported the transfer of 2115 Marsh Road to Chris Junk and Jill Moncarz; the corrected address of the leasehold transferred is 2215 Marsh Road.

Respectfully submitted,

Carl Falco

Trustee

Trustees Report – Thank you!

8.0 Treasurer's Report – Skip Bailey

Skip reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of December 31, 2020. (copy of statements following minutes)

Statement of Financial Position

New bank Accounts at TD Bank

Treasurer has established two new TD bank accounts. One is a debit account for BWVC operational needs. This account gives the building manager flexibility to purchase items during the day without having to be reimbursed. Monthly statements show the actual purchases and can be approved and reviewed by BWVC Committee and reviewed by Audit. Also created was a Money Market interest bearing account. Much of the Village funds for operating costs (Committee expenses/reimbursements, payroll, etc.) are a portion of the total funds in the bank (see Statement of Fund Balance). Since much of the Village funds do not need to be available on a daily basis it made sense to establish an interest-bearing account to at least earn some interest on funds for which we do not need regular access. The interest is very low, 0.15%, but at least generates some money back to us.

Statement of Financial Activity

Committees, other budgeted items

As we all know, the pandemic has severely restricted group meetings and gatherings. This has resulted in significant loss of rental income for the Buzz Ware Center. The Treasure has been working with the BWVC Committee and the Town chair to come up with options for managing the loss of income.

Jeffrey continues his efforts on obtaining State funding assistance for the repair work done this past fall on Meadow Lane. Most of the repair work was done using our Municipal Street Aid grant. Ideally, the special Meadow Lane State funding will allow us more flexibility with MSA and thus the Civic budget in general.

Statement of Fund Balance

NCCDE Cares Funds

last reimbursement from NCC has been received; all expenses are covered.
(playground signage, cleaning supplies, air management system BWVC, etc.)
Kudos to Jeffrey for procuring and managing the receipt of those funds.
No other special notes on the other funds.

Other items --

- Treasurer's Office is up to date with submission of external reports. State Bonded Indebtedness, Local Services, etc.).
- We will soon be sending out calendar year 2020 W-2 statements and required 1099 Misc. Forms.
- External Audit is final stages of presentation. Will be posted to Village website once finalized

Treasurer's Report - Thank you!

9.0 Advisory Committee Report – Danny Schweers

The Advisory Committee met via video on January 4, 2021 to set the agenda for this meeting. We also discussed finding a replacement for myself as webmaster for the village website and voting methods at meetings conducted via video.

Every year at this time, the Advisory Committee is responsible for finding nominees willing to fill upcoming vacancies for committee members and officers, for terms that expire after the town meeting in March. In the case of committee members, two nominees are needed for every one

vacant seat. This year, that means we need at least 59 nominees, slightly more than 16% of the adult population of the Village of Arden! Tonight, we accept nominations from the floor. The names I have so far are the following. If you want to add your name, or nominate someone else, please let me know as we go through each committee

Safety [Need 6] -- Maybe: Brooke Bovard, Chris Junk. No: Steve Tanzer.

Registration [Need 4] -- Yes: Marcia Scheflen, Elizabeth Varley

Playground [Need 6] -- Maybe: Eric Braunstein, Daryl Holcomb, Frank Maier

Forest [Need 6] -- Yes: Jill Althouse-Wood, Carol Larson, Keri del Tufo, Margo Altaweel and Drew Jordan. No: Jennifer Borders.

Community Planning [Need 6] -- Yes: Jennifer Borders, Ron Meick, Grace Ressler, Pam Politis, Brooke Bovard.

Civic [Need 6] -- Yes: Rick Ferrell. Maybe: Harold Kalmus. Yes: Mark Wood. Yes: Ed Rohrbach.

BWVC [Need 6] -- Maybe: Maria Burslem, Toby Ridings, Denis O'Reagan.

Budget [Need 6] -- Yes: Csongor Pinter, Deborah Ricard, Brooke Bovard, Nick Stalloni. No: Carol DiGiovanni. Maybe: Warren Rosenkranz

Audit [Need 4] -- Yes: Deborah Ricard, Laura Wallace

Archives [Need 6] -- Yes: Maria Burslem, Barbara Macklem, Lisa Mullinax, Vicki Scott and Ellen Dolmetsch.

CHAIR OF TOWN ASSEMBLY: Jeffrey Politis

SECRETARY: Liz Resko

CHAIR OF ADVISORY: Danny Schweers

The Advisory Committee will continue to accept nominations until the end of the next Advisory Committee meeting. That meeting begins at 7:30 p.m. on March 1, 2021.

Faithfully submitted,

Danny Schweers, Chair, Advisory Committee

Questions/Comments

Danny reviewed the list of nominees from his report and it was further updated with feedback from the floor as follows:

ARCHIVES - Nominees needed:

Incumbents: Maria Burslem , Barbara Macklem, Lisa Mullinax .

Nominees Vicky Scott, Ellen Dolmesch

Nominees from the floor

AUDIT - Nominees needed:

Incumbents: Deborah Ricard, Laura Wallace.

Nominees: Deborah Bricker, Megan Murphy King

Nominees from the floor

BUDGET - Nominees needed:

Incumbents: Csongor Pinter (yes), Deborah Ricard (yes), Warren Rosenkranz (yes)

Nominees: Brooke Bovard, Nick Stalloni.

Nominees from the floor

BUZZ WARE VILLAGE CENTER - Nominees needed:

Incumbents: Maria Burslem (yes), Toby Ridings(?), Denis O'Regan (?)

Nominees Betty O'Regan

Nominees from the floor

CIVIC - Nominees needed:

Incumbents: Rick Ferrell (yes), Harold Kalmus (yes), Mark Wood (yes).

Nominees: Ed Rohrbach, Sachin Puranik

Nominees from the floor:

COMMUNITY PLANNING - Nominees needed:

Incumbents: Jennifer Borders (yes), Ron Meick(?), and Grace Ressler (yes).

Nominees Pam Politis Brooke Bovard

Nominees from the floor

FOREST - Nominees needed:

Incumbents: Jill Althouse-Wood (yes)

Nominees Carol Larson, Keri delTufo, Margo Altaweel, Drew Jordan

Nominees from the floor - Grace Ressler

PLAYGROUND - Nominees needed:

Incumbents: Eric Braunstein (No), Daryl Holcomb (No) and Frank Maier (No).

Nominees: Zakary Houck, Mike Cline, Sachin

Nominees from the floor

REGISTRATION - Nominees needed:

Incumbents Marcia Scheflen (yes) and Elizabeth Varley (yes).

Nominees: Daniel Monroe

Nominees from the floor None

SAFETY - Nominees needed:

Incumbents: Brooke Bovard (yes), Chris Junk (yes)

Nominees None

Nominees from the floor None

CHAIR OF THE TOWN ASSEMBLY - Nominees needed:

Incumbent: Jeffrey Politis.

Nominees

Nominees from the floor

SECRETARY: Nominees needed:

Incumbent: Liz Resko.

Nominees

Nominees from the floor

TREASURER – Nominee needed:

Incumbent: Skip Bailey.

Nominees

Nominees from the floor

CHAIR OF THE ADVISORY COMMITTEE: Nominees needed:

Incumbent: Danny Schweers.

Nominees

Nominees from the floor

I will continue to accept nominees until the end of the next Advisory Committee meeting, Monday, March 1 end of the meeting.

Advisory Report Approved – Thank you!

10.0 Board of Assessors - Deborah Ricard

The 2021 Board of Assessors includes Brooke Bovard, Denis O'Regan, Gary Quinton, Deborah Ricard, John Schefflen, Elizabeth Varley and Tom Wheeler.

Denis O'Regan convened an organizational meeting on Wednesday, January 6, 2021. At that meeting Deborah Ricard was elected Chair and John Schefflen was elected Secretary. Meetings are generally scheduled for the first Wednesday of each month at 7:30 pm via zoom. Our first working meeting was held Monday, January 18. The next meetings will be Wednesday, February 3; Wednesday, March 3; Wednesday, April 7; Wednesday, May 5; and Wednesday, June 2.

Wednesday, June 23, is tentatively scheduled, if needed to complete our annual report. Public Meetings are scheduled for 7 pm on Wednesday, May 5, and Wednesday, June 2. The Public Meetings are opportunities to share your opinions on assessment issues. All meetings are open. The Assessors welcome you to attend to hear the discussions.

Zoom contact information for all meetings as well as the topic for each session is posted on the official bulletin board outside the BWVC and on the Assessors page of the arden.delaware.gov website.

Board of Assessors Report – Thank you!

11.0 Committee Report. (Descending Order)

11.1 Safety - Brooke Bovard (absent)

11.2. Registration - Cecilia Vore

Elizabeth Varley presented

Fall 2020 Elections

The Registration Committee conducted the annual Budget Referendum & Assessors Election. Ballots were counted on Nov. 17 for the 2021-22 Budget Referendum and election of the Board of Assessors for 2021. To our best calculation, there were 351 residents eligible to vote in these elections. We received 233 valid envelopes containing ballots and 1 invalid envelope; There was 66% participation.

Under the rules for approval, the budget needed 177 “yes” votes to pass. There were 2 invalid budget ballots. The votes in detail are as follows: 184 for “Approve Entire Budget,” 3 “Disapprove Entire Budget” and 39 ballots with itemized disapprovals. No individual item was defeated; all items on the budget were approved. Individual disapprovals are included in this report, but will not be read aloud:

The following residents were elected to the Board of Assessors in this order: Denis O’Regan (convener), Elizabeth Varley, Deborah Ricard, Gary Quinton, Tom Wheeler, Brooke Bovard, and John Scheflen.

Thank you to Chris Junk, Michelle Lauer, Albert Marks, Roderick MacDonald, Csongor Pinter, Vicki Scott, 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.

This year, because of Covid precautions, the vote count was conducted by as few people as possible, widely spaced over 2 rooms at the Buzz Ware Village Center. The Registration Committee thanks Barbara Henry, Danny Schweers, Carl Falco and Carol Larson for assisting committee members Elizabeth Varley, Cecilia Vore, Barbara Macklem and Marcia Scheflen.

Election results were 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.

Meetings

- There is growing interest in Ranked Choice Voting at local, state and national levels. Two

organizations – the Delaware League of Women Voters and FairVote have reached out to Arden for our experience with the Hare System, a type of Ranked Choice Voting. On Jan. 15, committee members Cecilia Vore and Elizabeth Varley met over Zoom with Kim Wells, Kyra Hoffner and Kristin Brownlee of the Delaware League of Women Voters to explain how we use the Hare System. After the meeting, we compiled sample ballots, voting instructions and other resources and shared them with Kim Wells and with Drew Penrose of FairVote.

- The Committee met via Zoom in executive session on Dec. 9 to discuss privacy issues in maintaining the list of residents and voter eligibility.
- The Committee met on Jan. 18 to discuss how we could conduct the Election of Committees and Officers in March at a virtual Town Meeting while complying with the charter and the existing procedure for Absentee voting.

Our Plan for the March Election

- The actual ballot will be posted at the beginning of the March 22 Town Meeting. The ballot must be downloaded, printed and filled out during the meeting, then returned to the village mailbox in a sealed envelope with the voter's name and signature. The deadline for returning ballots will be 3:30 pm, Wednesday, March 24. Envelopes will be checked against the list of those attending the meeting, before being separated from the secret ballots.
- Residents who are unable to attend the virtual town meeting on March 22, or who are unable to print their own ballots, can vote with an absentee ballot by submitting an Affidavit Request by March 15. The Affidavit Request is posted in the Chat Box, or it can be downloaded from the town website, or you can contact a member of the Registration Committee. Residents who are 18 years of

age or older and who have lived in the Village for 6 months or more on March 22, are eligible to vote. There are two ways to vote: (1) Request an Absentee Ballot by March 15, or (2) attend the Town Meeting, download your ballot and vote during the meeting.

The committee distributed 14 Welcome packets to newcomers in 2020. We have packets ready for 2021. If you know of newcomers, or are a newcomer and haven't received one, please contact the Registration Committee.

Respectfully,

Comments/Questions

The registration committee will take appropriate measures when the No-Excuse Absentee Voting Bill passes.

Registration Report -Thank you!

11.3 Playground Committee – Larry Walker

Barbara Henry presented the following:

Since the last Town Meeting, the required Playground Equipment Safety Inspections were made, and needed repairs were made. All equipment was “adult tested,” and is in “safe condition.”

The basketball court behind the BWVC will remain closed, because of concerns over social distancing not being properly observed, should basketball games be played there.

The project for the next two months will be to renew the playground mulch under the equipment.

The areas should have playground mulch to a depth of 12 inches, but over the decades, the old mulch had deteriorated into humus, which does not have the same shock absorbing properties as

new playground mulch. The old mulch will be scraped up and removed from the site. New playground mulch will be installed to restore the safety factor of a softer surface to limit injuries from accidental falls.

Submitted by

Larry Walker, Chair

Questions/Comments

Carol Larson requested committee to take great care around the Fels Oak when scraping. They have marked area with yellow paint. Only inside of the yellow circle will be removed. Carol will check it out.

Jen Borders - playground equipment is open with Covide rules except no hand sanitizer is provided. Basketball is not open because it is a contact sport. The state views basketball as a different sport then playground equipment. Referring to state regulations. Cecilia supports the decisions by the committee who has researched state rule.

Playground Report – Thank you!

11.4 Forest - Carol Larson

Paths seem to be getting wetter, we are looking to put low boardwalks in various locations. If you have a spot you find particularly treacherous, please contact the Forest Committee. We will be mapping the low-lying sites. The Bridge upstream from Broadbents was finally replaced with the help of community members, thanks!

Deer: Through Penn State Extension webinars and input from DNREC naturalist Will Ryan, we have increased our understanding of how badly deer are affecting the woods as it seems the population has increased. The Forest Committee's priority is to preserve the woods. Slow growing

hardwoods like oaks and hickories will not regenerate since the deer favor those seedlings as forage. We will be experimenting with deer enclosures to determine how much a forest can regenerate without deer and seeking out assistance from DNREC, New Castle County, owners of neighboring tracts of land and DE Fish and Wildlife.

Storm water: We have discovered some downspout pipes dispersing into the woods, eroding the forest floor. Some of these are historic, but there are new ones from neighboring developments that need to be removed. County code stipulates that piped water must discharge at least five feet from the property line. We are looking forward to the Stormwater Management Plan to coordinate future erosion control efforts.

Sunset Farms: We will be fencing the border with Sunset Farms when weather permits. Since last Town Assembly, we reclaimed an area used as lawn, had sod removed, placed a mulch and plastic barrier to grass, removed invasive species and planted native shrubs. There has been some damage to the new plants by deer and foot traffic and we believe a fence is essential to the health of the area. One of the Sunset Farms neighbors requested a variance to build closer to the woods and we strongly objected at the hearing. Sadly, the variance was allowed. We are looking for support with County and State committees so that this will not reoccur and we can protect the forest borders.

Mill Race Preserve: In the Mill Race Preserve across Naamans Creek, we had fall work parties to clear invasive species from the roadside. Ron's Trees removed the pile of excess wood from the original construction clearing work in 2017. The area has charms: some showy native plants that favor wetlands including some sizeable black gums and colorful sumac are worth seeing.

Mapping invasive plants: We are working on methods to map areas of specific invasive species in which to concentrate our efforts strategically. As an adjunct to that effort, Bev Clendening established a document on the iNaturalist app to study the composition of the woods. Watch for the article in the page next week regarding this new tool and contribute!

Dave Jones and Bev are testing for water quality. Consistent data will support our grant seeking efforts. The effects of road salt applications will be especially highlighted.

A new edition of LEAF is online on the Forest page at arden.delaware.gov. edited by Jill Althouse Wood. Rich in info, lots of winter comfort.

We will also have a new Althouse-Wood brochure promoting our effort to become a Community Certified Wildlife Habitat. Funded by the Banis Gift to the Arden Club Gardeners Guild, support for this comes from all the Ardens and beyond. Contact Jill Althouse-Wood about certifying your leasehold, we need just a few more.

Watch for news of the Woods/Creekside clean-up I the week of April 24. Earth week includes Earth Day, the Woods Clean-up and Arbor Day. We're hoping for some in-person events, stay tuned.

We are pleased to have good candidates for the March elections: Drew Jordan, Keri de Tufo and Margot Al-taweel.

Forest Report -Thank you!

11.5 Community Planning – Jennifer Borders

The annual G-Ardeners Financial Report was given by Toby Ridings to Planning in December. \$420.00 in membership funds were collected. Since this resulted in a surplus, it was recommended by the Committee that a donation to the BWVC be made. It was also suggested that elections be held periodically for leadership positions.

The annual vacant dwelling review for 2020 will begin soon. Please notify us or the Registration Committee if you know of any newly vacant buildings in Town. Notifications to the leaseholders regarding vacant dwellings will be sent out by the Town Secretary after the review is complete.

Planning has been working on the “Community Planning Committee Guidance Policy” to help focus the work of current and future Planning Committees. Tonight, after more than a year of sub-committee drafting, feedback from multiple committees and individual residents, as well as two public meetings, the Planning Committee is ready to present our Guidance Policy to Town Assembly for a vote.

We would like to thank the numerous individuals who spent many hours sharing their ideas with us, mulling over the document’s concepts, and helping to revise its language. It is a much better document because of those efforts.

An introduction and the full text of the “Community Planning Committee Guidance Policy” are attached to this report.

We would like to hear discussion from the Town Assembly and then we will present a motion to accept the document.

Respectfully submitted,

Jennifer Borders, Chair Community Planning Committee

MOTION:

The Arden Town Assembly approves as written the “Community Planning Committee Guidance Policy” document dated 1/25/21. Changes to the Guidance Policy may be made by bringing them to the Town Assembly for a vote.

After following procedure for presenting a motion (Read policy, Q&A, make motion, another seconds, chair states motion, Q&A pro/con, chair put motion to vote) and motion was unanimously approved.

Introduction

1. Purpose

The purpose of this Guidance Policy is to clarify and give specificity to the Community Planning Committee (CPC) description so that the Committee can operate from year to year in a focused and consistent manner that furthers its mandate “to plan the physical and cultural future of the Community” (see page 4 for the full official CPC description). No changes have been made to the existing CPC description. The intention of this Guidance Policy is not to replace that document, but rather to aid the Committee in carrying out its mandate and enlist the help of Town Assembly, committees, Trustees, and residents to do so.

Planning can take long periods of time to develop and may take many years across multiple Town committees and entities to achieve. While the CPC's core mission is "to plan the physical and cultural future of the Community", its annually rotating committee, its yearly list of shorter-term projects can make it difficult to accomplish its mandate to do long-range planning. At its essence, this document recommends a list of long-range plans for the Town, and elucidates some short-term tasks for the CPC, that are to be created collaboratively with Town committees, residents and other Town entities.

The CPC hopes to build more focused and collaborative working relationships with Town committees and other Town entities in which we can plan the future of the Community together. It is not the role of CPC to oversee or supervise the work of other committees and this document does not seek to do that. With this new Guidance Policy, CPC anticipates that resulting long-term plans and policies, after being developed collaboratively with the relevant committees, will be written down and passed along from year to year in order to foster a system of institutional memory and enable the Town to move forward on long-range community-defined goals. Additionally, this process aims to preserve the efforts of the Town's current and past hard-working volunteers so that their projects and work are not ignored or accidentally forgotten from year to year.

This does not mean that plans and policies remain the same from elected committee to committee or year to year, but that the ideas and projects started by one committee are provided the respect of being passed along to the next in the form of written documents and plans. Although many committees have made sure the next committee comes in with all the plans and documentation they need, it has been an inconsistent effort in Town and has resulted in many valuable ideas,

projects and documents being dropped or lost. Written long-range plans will enable committees and the Town as a whole to envision a comprehensive view of the Town's needs.

2. Process

As the new Community Planning Committee got to work in the spring of 2019, a need was identified for more clarity and specificity around the Committee's description. The heart of the description says that CPC should "plan the physical and cultural future of the Community and advise the Town Assembly and Trustees on all matters relating to the betterment and development of Arden". What does the "physical and cultural future" mean? What's most important to the Town? What do "betterment and development" mean? How can we go about advising the Trustees and Town Assembly when we don't know what is most important? What tasks-- long-term-- are important to the Town? What "future" is intended in this description—the next year, five years, ten, more?

We realized that we needed to elucidate answers to these questions for the CPC to move forward in a way that fulfills the goals of the Committee's description. And, we had to have a way to extend the projects of the Committee beyond year-to-year elections if we had a reasonable chance of implementing three-, five-, or ten-year plans for the Town.

We also realized that the large sweep of the Committee's description allows for projects, plans and the focus of CPC to change. Future committees need to have flexibility to address Town issues as they come up from year to year as well as be sure to continue the work of implementing longer-term plans. We have endeavored to allow for that by creating a document that is specific enough to give guidance while broad enough to allow for flexibility.

3. Drafting

To draft this Guidance Policy a six-step process was followed:

1. Research—

Review of the existing CPC description as well as minutes from CPC and Town Assembly; research of Arden’s historical community-defined goals.

The CPC identified the following community-defined goals after reviewing founding documents, the National Register of Historic Places applications, and the Landmark status application. These goals were used to write the Guidelines Policy.

Community-Defined Goals:

- a. Promote the arts in all forms
- b. Preserve the single tax land reform principles of Henry George
- c. Advance the stewardship of communal lands for residents and the greater environment
- d. Encourage cultural, racial, ethnic and economic diversity
- e. Foster a sense of community
- f. Foster community involvement and volunteerism
- g. Support Town Meeting and direct democracy

3. Drafting—

Draft of the document over the course of the year with members of the CPC, Trustees and residents to be able to fulfill the goals of the Committee description and the community-defined goals of the Village.

4. Feedback—

Invited discussions and feedback on draft Guidance Policy from other Town committees, officers and the Trustees. Two public meetings on this topic were held.

5. Revise—

Revision of document to reflect feedback.

6. Discussion and vote at Town Meeting—

Brought to Town Assembly for discussion at September 2020 Town Meeting; two public meetings were held; bring to January 2021 Town Meeting for a vote.

4. Conclusion

The Community Planning Committee enlisted the help of the Town to finalize and approve this Guidance Policy that will provide more clarity and focus for the actions of the Committee. To achieve this, a Guidance Policy must be both broad and specific, both consider Arden's past and its future. For these reasons, we bring the new Community Planning Committee Guidance Policy for approval to the Arden Town Assembly.

We welcome feedback at any time at planning@arden.delaware.gov.

Community Planning Committee Description

Adopted by the January 1968 Town Assembly "The Community Planning Committee shall consist of five residents of Arden, elected by a majority of those voting at the regular March meeting. The term shall be two years, three members elected on the odd numbered years and two on even numbered years.

“It shall be the duty of the Community Planning Committee to plan the physical and cultural future of the Community and to advise the Town Assembly and Trustees on all matters relating to the betterment and development of Arden.”¹

NEW GUIDANCE POLICY STARTS HERE

Arden Community Planning Committee Guidance Policy

as of 25 January 2021

The role of the Community Planning Committee (CPC) is to fulfill its mandate as stated in its official description to develop and implement plans that preserve and improve the Village of Arden. “Long-range planning is the responsibility of the Committee with the advice of the Trustees and the Advisory Committee.”² These plans should support current and future community-defined goals of the physical, cultural and social development activity of the Village of Arden. The CPC identified the following community-defined goals after reviewing founding documents, the National Register of Historic Places applications, and the Landmark status application. These goals were used to write the Guidelines Policy.

Community-Defined Goals:

- A. Advance the stewardship of communal lands for residents and the greater environment
- B. Preserve the single tax land reform principles of Henry George
- C. Encourage cultural, racial, ethnic and economic diversity
- D. Foster a sense of community
- E. Foster community involvement and volunteerism
- F. Promote the arts in all forms

G. Support Town Meeting and direct democracy

To implement this the CPC will:

1. Develop and review long-range and short-term plans based on these and future community-defined goals. The Committee assists the Town and Assembly to develop these goals by surveying Town committees, officers, Trustees, and residents on a periodic basis. This process should identify current Town committee plans, preferences, and policy directions so that short- and long-term plans can be developed among Town entities. Community-defined goals and long-range plans should be surveyed and reviewed at 10-year intervals at minimum.
2. The following long-range plans should be developed jointly and maintained for the Village by the CPC. Each plan will be created in conjunction with the appropriate Town committee(s) if any:
 - a. in conjunction with Forest, Civic, Playground, and/or Trustees: a community-wide environmental stewardship plan including forests, greens, leaseholds, and storm water management with input from Ardentown and Ardencroft [Community-Defined Goal A].
Examples: storm water planning, long-range plans for the greens, Forest Committee Stewardship Policy, parking policies, planning for current and future climate changes.
 - b. in conjunction with Civic, Safety, Forest, Officers, Assessors and/or Trustees: a zoning, land use, and development strategy that takes into account New Castle County, State and federal regulations as well as Arden community character [Community-Defined Goals B, C, D, E].
Examples: development or annexation of existing or adjacent areas, vacant housing policies, housing growth/density, racial and economic equity, parking policies, use of

common grounds, the Americans with Disabilities Act, and other demographic considerations.

c. in conjunction with Archives, the Arden Craft Shop Museum, ACRA and/or the Arden Club: a cultural health of the community plan that strategizes how to nourish, preserve, and develop the arts, culture and understanding of the history of Arden [Community-Defined Goal F].

Examples: surveys of cultural activities and resident artists to evaluate community needs, planning for artists-in-residences in conjunction with ACRA, planning of grant-writing activities to support the arts.

d. in conjunction with Advisory, Registration and/or Town Officers: a plan for the periodic review of our documents, systems of governance, facilitation of participation in our direct democracy form of government [Community-Defined Goals E, G].

Examples: planning for Town documentation and communications, e.g., “Red Book”, the official Town web site, or other communication vehicles; a plan to enhance volunteer participation in Town activities possibly aimed at certain demographics.

3. Each year the newly elected members of CPC should review existing and develop new specific tasks for the committee that are in alignment with and further the goals and plans that are described in the CPC description and this document. Tasks should include:

- a. with the Advisory Committee: facilitating communications and organizing projects, when needed, if multiple committees or other Town entities are involved.
- b. working with Town Officers to monitor local, State and federal trends, policies and legislation to take advantage of or anticipate the impact upon the Town, residents or other governmental and community organizations.

- c. creating or developing short-, medium-, and long-term plans as per above.
- d. with Town Officers, Advisory and Committee chairs: collating records of plans, projects, policies and ordinances so that they are communicated to incoming committee members to assure governance continuity and maintain institutional memory.
- e. continuing oversight of the Arden Memorial Gardens, the G-Ardeners community garden at the Buzz Ware Village Center, and Vacant Dwelling Ordinance 15 implementation.
- f. other tasks as approved by the Community Planning Committee or assigned by the Town Assembly.

4. Proposed long-term projects developed within CPC or jointly with other Town entities will be approved, returned for further drafting/research, or rejected by the Town Assembly. If a project is approved, the Town Assembly or Advisory Committee will assign the project to the applicable committee(s) for implementation with the assistance of CPC, if needed.

Footnotes

1. Minutes of the January 1968 Town Meeting establishing the Community Planning Committee.
2. Page 5, “Village of Arden Handbook” -- Red Book, July 29, 1996 edition.

Community Planning Report -Thank you!

11.6 Civic – Steve Benigni

The Civic Committee held its most recent meeting on December 23rd. We changed our regular meeting date to the fourth Wednesday of every month at 7:30 p.m. to fit the schedule of our

members and not to conflict with other village meetings. Our next meeting will be via Zoom this Wednesday at 7:30. The Zoom link and info is posted on our committee web page.

We would like to thank our village treasurer, Skip Bailey, for working with us to provide regular and timely information on expenditures. At our last town meeting, we mentioned our need for information that will help us develop and monitor our committee budget, and Skip has come through for us. (Now, if we could only get Skip to tell us how much more snow we will get this season, we could really pin down how much is left in the budget for the rest of the fiscal year.)

We'd also like to thank Jeffrey Politis for his diligence in helping us obtain government reimbursement for our repair expenses for the Meadow Lane paving. This reimbursement will help free Municipal Street Aid funds for ongoing and planned projects, such as repairing potholes, implementing our street paving plan, repainting our road markings, and erecting the new street signs.

In addition to addressing the potholes that have sprung up (or down) in recent weeks, the committee is developing a road maintenance plan in which we will identify, prioritize, and implement projects within our budget constraints over the coming months and years. Areas of concern include an erosion of the Fire Lane off Marsh Road, a slowly developing small sinkhole along a drain on Millers Road between Hillside and Mill, and the perpetual rut along Millers Road at the corner of Woodland.

Street markings will be repainted as the weather improves. We have mapped our existing markings and are considering adding a one-way arrow at Woodland and Millers to discourage wrong way

turns that have been occurring, especially after dark. The markings will be in white reflective paint to be in better compliance with Delaware MUTCD regulations.

We have been notified by the contractor providing our new street signs, Delaware Correctional Industries, that due to the COVID situation, manufacture of the signs is on temporary hold. They will let us know when it is safe for their workers to resume production. As reported at our last town meeting, the signs will resemble Ardentown signs, but with our existing shorter sign dimensions and some legibility improvements.

We have noticed that our Adopt a Drain seems to have attracted some mostly anonymous supporters. A couple of people have come forward to let us know that they will keep some specific drain grates clear, but other drains are being cleaned as well. Please let us know by email if you are clearing or willing to clear specific drains.

Some ongoing work this week includes fixing the fence rails and posts along Millers near Marsh, picking up the downed branches along the greens and public areas, and fixing the downed signpost at Harvey and Orleans. Downed and dead tree removal is ongoing.

The committee appreciates the input we have been receiving from leaseholders and residents about our efforts to save the majestic white pine tree on the Village Green. We have obtained an analysis and assessment from Tree Tech Consulting, who provided several options for our consideration. The report, which will be posted on the Civic Committee web page, stated that removal of the tree is not necessary at this time. On the committee's behalf, Carol Larson has been contacting professionals to determine how the report's options and recommendations can best be implemented as well as other options to consider. We appreciate the insightful comments and

suggestions we have received from our residents. We will take these into consideration as we move forward with the project.

There are three committee positions up for election this year. Two of our members have chosen to run for re-election. To date we have identified two additional candidates and need at least two more folks to fill the remaining candidate slots. We are looking for volunteers, especially those with experience or skills in the areas that our committee deals with. Please consider joining us and let us know if you are interested in running.

We continue to receive suggestions and concerns through our civic@arden.delaware.gov email account. We appreciate your input and will continue to address these issues as they arise.

Steve Benigni

Civic Committee Chair

Civic Report - Thank you!

11.7 Buzz Ware Village Center - Denis O'Regan

Pam Cohen continues as our Building Manager. Communication is through the Contact form on the website or manager@ardenbuzz.com. The Buzz telephone is 302-475-2818. Emails to the Chair of the BWVC are sent to bwvc@arden.delaware.gov.

- Use of the Buzz is sparse but limited only by social distancing restrictions. We are reviewing all requests for activities and events that conform to state safety guidelines and can be managed safely by our staff. Meeting and events that are being held, can be found on our website calendar. Our building manager, in coordination with the Buzz Ware committee, will determine if planning and staffing is adequate to assure safe use of our community center.

- The twice a week community event Strength and Mobility continues as a virtual, online activity which now includes attendees from Maryland, Pennsylvania, Florida and Colorado, as the Buzz goes global. Our neighbors to use the Buzz to maintain their health and encourage regular participants to invite their friends and relatives from outside of Arden. Over this fiscal year, donations have covered roughly all of the \$3,715 expenses for this program. A sincere thank you to Cecilia Vore for her efforts and success.
- The Winter Market was held November 29, 2020. The vendors donated \$900 to the Buzz.
- We have used the “down time” of COVID to undertake and complete retiling of all halls of the Buzz.
- We have a new mural ready for installation in room one, painted by Linda Celestian.
- We have complete air purification systems in all rooms, which included completely new central air systems in Rooms one and two, and remote-controlled thermostats that can be adjusted online, by or building manager. All of the \$17,000 of improvements were Covid reimbursed expenses, including amounts from Ardentown and Ardencroft. Special thanks to Jeffrey Politis for his efforts in securing and managing Covid reimbursements.
- Nominees for the BWVC March election include Maria Burslem (incumbent), Betty O’Regan. Toby Ridings (incumbent) is considering running. Three or four additional nominees are still needed.
- Probable Buzz events, weather permitting, in the month of May include the Coffee House and Art on the Town.

The Buzz Committee is looking forward to getting things back to normal.

Respectfully submitted,

Denis O’Regan

Chair, Buzz Ware Village Committee

Buzz Ware Village Report - Thank you!

11.8 Budget – Warren Rosenkranz

The Budget committee is working on the 3 year look ahead. It should be presented by March 1, 2021 to the Board of Assessors and Village after we consult with the Treasurer and a Representative of the Arden Trust.

Respectfully submitted- Warren Rosenkranz, Chair Budget Committee.

Budget Report Thank you!

11.9 Audit - Helen “Cookie” Ohlson

The Audit Committee, Cookie Ohlson, Laura Wallace and Debbie Ricard, met on January 14 for the quarterly examination of the village's financial files and accounts. They also reviewed the Trustees' Financial Audit from the Barbacane and Thornton Co. All is in order.

Cookie Ohlson, Chair

Audit Report – Thank you!

11.10 Archives – Lisa Mullinax

The Museum continues to welcome a smaller, but steady stream of visitors to see our two current exhibits: "15 Years, 15 Treasures" and "Equality in the Ardens." The latter exhibit, currently on display in the BernieSchwab Community Room, will be moved to the main gallery to free up the Community Room for other activities.

Barbara Macklem and Beverley Hawkins researched and provided the Arden Club president Pat

Toman with early Arden Club History for use on their new design website. This included a letter signed by Frank Stephens and Will Price giving over the leasehold with the Large Barn (now the Gild Hall) in return for stock in the incorporated Club, dated 1909.

In the next few months, we will be working with a student of Professor Thomas Guiler to enhance our oral history collection. This will include transcribing some of our older interviews and potentially working on a finding aid; conducting new interviews using the Zoom platform and machine transcription; and creating content--probably a podcast series--to share Arden history through the recollections in the oral histories.

A reminder that regular Museum hours are Wednesday, 7:30 to 9 p.m. and Sunday, 1 to 3 p.m. So we may manage visitor numbers and observe state COVID-19 protocols, please consider emailing us at ardencraftshopmuseum@gmail.com if you plan to visit.

For the March election, Maria Burslem, Barbara Macklem and Lisa Mullinax are running again. Additional nominees are Vicki Scott and Ellen Dolmetsch. We still need another nominee.

Respectfully submitted,

Lisa Mullinax, Chair

Archives Report - Thank you!

12.0 Old Business – None.

13. New Business

Pam Politis – ACRA is planning on resuming summer program that is Covid-19 friendly . They will be partnering with BWVC to figure out a way to have something resemble our ACRA program. Reach out if interested to help.

14.0 Good & Welfare

Pam & Jeffery are proud to announce their eldest son, Jackson Politis is turning 18 and he will be participating in town meeting. So, look out!

15.0 Motion to Adjourn 10:12 p.m.

Respectfully Submitted,

Elizabeth Resko,

Village of Arden Town 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 who are 18 years of age, or older.

Attachments Next page

**Trustees of Arden
Financial Report
Town Meeting January 25, 2021**

Current Assets

Arden B&L Bequest Funds	\$24,139.07
Vanguard Bequest Funds	\$231,764.58
Arden B&L (Reserve)	\$117,530.16
M & T Checking Account	\$32,837.17
Vanguard Federal Money Market Fund	\$452.99
Total Cash & Equity	\$406,723.97
Land Rent Receivable	\$7,782.47
Total Current Assets	\$414,506.44

Income & Expenses

Income Mar 25-2020-Jan 25-2021

Land Rent & Related Income	\$736,695.97
Other Income-All Sources	\$18,710.11
Total 2020-21 Operating Income	\$755,406.08

Expenses Mar 25-2020-Jan 25-2021

Village of Arden	\$150,000.00
Trust Administration*	\$28,329.17
New Castle County and School Tax	\$490,853.11

Tax Rebates to Leaseholders	\$40,257.02
Total 2020-21 Expenses	\$709,439.30
Surplus or (Deficit)	\$45,966.78

*(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 December 31 2020

		Notes
Checking/Savings		
1000 · TD Bank	170,335	includes \$501.49 TD bank Buzzware Debit Card, \$125,104.66 TD Bank MM Acct
1010 · TD Bank MSA Checking Account	61	Municipal Street Aid
1032 - Arden Building & Loan	35,940	BuzzWare \$449, Schroeder \$13,182, Village \$22,758
1050 - Fidelity Investments - net value @ 12/31/20	442,873	Schroeder Bequest - initial investment \$301,002
Total Cash	649,208	
LIABILITIES		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	5,541	
FUND BALANCES		
Buzz Ware Renovation Fund	40,868	
J Schroeder Bequest	457,055	
Memorial Garden	3,853	
Municipal Street Aid	61	
Capital Maintenance Fund	30,000	
Village - cash available to meet budgeted expenses @ 12/31/20	32,541	
Vacant Dwelling Fund	45,505	
Playground Grant	33,785	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Activity
As of December 31, 2020

	<u>3/25/20- 12/31/20</u>	<u>Budget</u>	<u>% to Budget</u>	
Revenue				
^ 4000 · General Funds - Village	150,000	217,210		
4100 - Donations, grants, rentals	-	-		
+ 4510 · Franchise Fee Receipts	6,473	17,821		
4900 · Interest Income	-	-		
Total Revenue	<u>156,473</u>	<u>235,031</u>		
Expenses				balance left in budget
6000 · Payroll & Payroll Taxes	13,762	13,298	103.49%	(464)
@ 6300 · Administrative Expenses	16,308	38,190	42.70%	21,882
8000 · Committee Expenses - see detail below	34,910	75,650	46.15%	40,740
8010 · Contributions & Donations	5,800	5,800	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	52,208	70,672	73.87%	18,464
Total Expense	<u>122,988</u>	<u>213,610</u>	<u>57.58%</u>	<u>90,622</u>
Surplus (deficit)	<u>33,485</u>	<u>21,421</u>		
Committee	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	50	0.00%	50
Archives	1,202	1,800	66.79%	598
Board of Assessors	-	100	0.00%	100
Budget	-	100	0.00%	100
Buzz Ware - general operating support	5,204	5,000	104.09%	(204)
Civic	23,528	58,000	40.57%	34,472
Community Planning	-	500	0.00%	500
Forest	3,807	7,200	52.87%	3,394
Playground	102	400	25.61%	298
Registration	-	300	0.00%	300
Safety	1,066	2,200	48.46%	1,134
	<u>34,910</u>	<u>75,650</u>	<u>46.15%</u>	<u>40,740</u>

+ Franchise fees - \$3,312 from Verizon & \$3,161 from Comcast

^ Trustee's transferred \$150,000 land rent to Village

@ Administrative expenses include insurance premiums of \$12,060

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

	Special Village Funds								
	BuzzWare	Buzz renovation	J. Schroeder Bequest	Memorial Garden	MSA	Capital/Maint/Re pairFund	Vacant Dwelling Fund	Playground Grant	NCCDECares Grant
	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20	3/25/20- 12/31/20
Revenue									
4000 - General Funds - Village	-	-	-	-	-	-	-	-	-
4010 - Donations	379	-	-	2,300	-	-	-	-	-
4100 - Program Donations	7,007	-	-	-	-	-	-	-	-
4300 - Grants	-	-	-	-	18,888	-	-	33,785	18,575
4400 - Rentals	4,140	1,800	-	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-	3,800	-	-
4900 - Interest & Dividend Income	9	-	5,130	-	-	-	-	-	-
SREC	1,080	-	-	-	-	-	-	-	-
9900 - Unrealized gains on investments	-	-	65,002	-	-	-	-	-	-
Total Revenue	13,514	1,800	70,133	2,300	18,888	-	3,800	33,785	18,575
Expenses									
6000 - Payroll & Payroll Taxes	9,875	-	-	-	-	-	-	-	-
6300 - Administrative Expenses	903	-	-	-	-	-	-	-	-
6310 - Janitorial Supplies	-	-	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	2,852	-	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	645	-	-	-	-	-	-	-	-
7600 - Repairs & Maintenance	500	14,787	-	-	-	-	-	-	-
8000 - Program Expenses	4,144	-	-	7,035	20,200	-	73	-	17,921
Total Expense	18,719	14,787	-	7,035	20,200	-	73	-	17,921
Surplus (Deficit)	(5,204)	(12,987)	70,133	(4,735)	(1,312)	-	3,527	33,785	(1,346)
Carried forward fund balance		53,835	388,922	8,588	1,372	30,000	41,978	-	-
Fund balance		40,888	457,055	3,853	81	30,000	45,505	33,785	(1,346)

