

**Minutes
Civic Committee Meeting
August 3, 2010**

Present

Committee Members: Tom Wheeler, Rodney Jester, Ed Rohrbach, Mick Fitzharris
Guests: Steven Threefoot, David Michelson
Town Secretary: Elaine Hickey

Acting Co-Chair Ed Rohrbach convened the meeting at 7:03 PM.
Minutes of the July 6 meeting were approved as presented.

Budget Issues - Town Chair Steven Threefoot & Town Treasurer David Michelson

Contracts

- All contracts need to be signed by Town Officers. Civic Committee does not have the authorization to sign contracts. Long term contracts (more than 1 year) are signed by the Town Chair and the Secretary.
- When you write a contractual agreement be sure to include the termination date of the Budget Year. We cannot carry the contract over to the next Budget Year.
- Contracts have standing vouchers, which means you do not have to submit a voucher in order to pay the bill.

Vouchers

- Expenses <\$2000 – submit a voucher
- Expenses >\$2000 need approval of a Town Officer. Town Officers are available in the Town Office at 7:30 PM on the 2nd & 4th Wednesday of each month. In case of an emergency contact a Town Officer within 24 hours.

Municipal Street Aid (MSA)

We will be getting \$14,400 which will be deposited directly into the Town bank account. It can only be used for Road projects. These funds can be carried forward year by year and can be used for projects planned 2 or more years out. Last year the Civic Budget was increased because we did not get MSA funds.

Other State Funding

Steven can also ask our State Reps, Bryon Short and Cathy Cloutier for extra funds which they normally have available. It is easier to communicate a request if you package your projects.

FEMA Funds

We will be getting a check for \$2100 from FEMA as reimbursement for money we spent last winter on snow storm clean up. It is written as a grant. We can spend it differently from Budgeted money.

Civic Budget

- Look at last year's Sept. Budget and put a little extra in this year with a note saying why, so Civic will have money to spend in March.
- Civic Budget is tied to weather. Keep \$5,000-\$10,000 in MSA to handle the weather issues.
- If Civic needs more money it can be moved from committees that don't spend all their budget or from the contingency funds.
- One person should be designated to submit vouchers.
- Civic no longer has Trash & Recycling collection in its Budget.

Roads

Ed reported on his meeting with Bruce Downing. Downing said it would cost \$300 to start and \$5.25/sq.ft. to replace pavement. He could replace 1000 sq.ft/day. Ed suggested we do a walk to do a list of the emergency patches. Tom said we should figure on spending \$10,000. Mill Lane and Orleans are in bad shape. Ed will meet with Downing to see how many patches can be done for \$10,000 and email what he says to the Civic Committee.

Budget

Budget Committee wants our figures by August 15. We should go with what we had last year with a small increase of \$2,000.

Sherwood Rd. Extension – Tree Limbs

Rodney met with Brandywine Tree. They could remove limbs overhanging the right of way for an amount not to exceed \$1,000.

Sherwood Green Survey

Tom has tried to contact AES but is getting no response. He is not sure if there was a contract to do the survey.

New Business

Water runoff from the Sherwood Rd. extension is running onto an adjacent leasehold. Bill Theis has tried to divert the runoff by putting in 4x4s. Rodney said it might make more sense to tear up the asphalt and replace it with stone so that water won't run down the road and onto the leasehold. We should look at it as a drainage problem.

Larry Walker wrote a letter to DeIDOT requesting the specifications for painting speed bumps. It appears that Stripe A lot did not do it correctly

Next Meeting – Tuesday, Sept. 14, 7:00 PM, BWVC

Meeting adjourned at 8:15 PM

Respectfully submitted-
Elaine Hickey
Secretary, Village of Arden