VILLAGE OF ARDEN TOWN ASSEMBLY JUNE 28, 2021

Zoom Town Meeting Minutes

MOTIONS/RESOLUTIONS

9.0 Advisory Committee Report – Danny Schweers

Brooke Bovard presented an alternative motion: Move that the Town Assembly grant easements for landings for the DelDot crosswalks planned for Marsh Road as demonstrated on the drawings presented at Town Assembly June 28, 2021 (permit #N143, 6 pages, various dates and scales. Date June 24,2021). After construction, the landings return to the town. **Unanimous consent. The motion is approved as written**. **Motion Passed.**

ATTENDANCE 74 (Chat box in Zoom used for sign-in sheet).

Skip
Beverly
Steve
Jennifer
Brooke
Marianne
David D
Beverly
Pam
Mike
Alton
Carol
Dorinda
Bob
Carl
Stevie
Kyle
Peter
Simon
Ellie
Stephen
Leannan
Rowan
Tiernan
Andrew
Barbara
Elaine
Randy
Brian
Lynda
Larry
Carol
Barbara
Julia
Ron
Rebecca
Gary
Bailey
Barnett
Benigni
Borders
Bovard
Cinaglia
Claney
Clendening
Cohen
Curtis
Dahl
DiGiovanni
Dove
Erenburg
Falco
French
Evans Gay NV
Hagg NV
Hamermesh
Hansen
Harcourt
Harcourt-Brooke
Harcourt
Harcourt-Brooke
Hayes NV
Henry
Hickey
Hoopes
Killian
Kolski
Lambert NV
Larson
Macklem
McNeil
Meick
Meick
Mullinax
Lisa
Betty
Denis
Cookie
Ron
Ruth
Sam
Jeffrey
Pam
Sachin
Nate
Elizabeth
Grace E
Deborah M
Clay
Toby
Ed
Iris
Warren
John
Marcia
Danny
Vicki
Ray
Jim
Rick
Susan
Bob
Jacqi
Steve
Elizabeth
Cecilia
Mir
Larry
Jan
Tom
Mary
Mullinax
O'Regan
O'Regan
Ohlson
Ozer
Panella
Panella
Politis
Politis
Puranik
Rahaim NV
Resko
Ressler
Ricard
Ridings
Ridings
Rohrbach
Roseman
Rosenkranz
Scheflen
Scheflen
Schweers
Scott
Seigfried
Smith NV
Smyth
Stith NV
Stith NV
Tanzer
Tanzer
Varley
Vore
Wahed NV
Walker
Westerhouse
Wheeler
Young

1.0 Call to Order - Chairman Jeffrey Politis called Zoom meeting to order at 7:29 P.M.

2.0 Registration Committee – Registration Committee will hold elections to fill two positions for Safety Committee because there were an insufficient number of candidates on their slate provided for the March elections. This is a continuation of the March elections of Committees and Officers. Nominations from the floor were closed in January; therefore, no further nominations from the floor allowed. This election will be a paper ballot only (ballots have a place for a write in). Only those who attended this evening's meeting are eligible to vote. Ballots can be printed from the Village website at Arden.Delaware.gov/registration; hard copies will be made available on BWVC bulletin board, inserted into the chat box, or contact Cecilia. Print and fill out ballot. You can vote for 2 of the 4 candidates. Each voter must use a separate envelope. On outside of envelope print name and sign under printed name. Drop off at Village mail box located across from main entrance of BWVC. All ballots must be returned no later than Thursday at 3 P.M.

3.0 Approval of Minutes - March 2021 Town Assembly minutes approved as presented.

4.1 New Residents – Welcome to Susan and Bob Stith, who moved to the cottage next at 2110 Orleans Rd attached to the home of Barbara Henry and Danny Schweers. Susan says she loves working in the woods and her husband, Bob, is a retired philosophy professor. Their daughter, Jeannie, and their son-in-law, Ryan, live in Ardencroft, so they are familiar with many residents.

4.2 Recognition of Departed

- Dan Williams, 69, of Landenberg, PA, passed away on March 4th from Parkinson's disease. Dan grew up in Ardencroft and was one of the

lucky ones who attended the Arden School. Later, he attended Firwood Jr. High, Brandywine High School and the University of Delaware, where he majored in physics and math. He was known for his creativity. Not only did he delight in creating carnivals, puppet shows and spook houses for the neighborhood kids, but he also spent many hours drawing comics, writing letters and making tapes for his cousin. He was active in several communities, some involving personal growth, others for fun, and would often attend various workshops, retreats and tall ship cruises. He will be missed by his many family members and friends.

- Linda Ann Parks of Ardencroft left this earth peacefully, surrounded by loved ones. Linda was born Nov. 30, 1956 in Wilmington. She was a free-spirited woman who left her mark with everyone she met. She was an experienced massage therapist who found fulfillment in providing healing to her clients. A multi-talented artist, she studied mixed-media art and obtained her Bachelor of Fine Arts degree from the University of Delaware. Linda was a loving mother to her two children, Elysia and Michael. She had a passion for gardening, loved to sing Joni Mitchell songs, dance at any opportunity, play the piano, and spend time in nature. She was loved by all for her kind and compassionate heart.

- Pam Cohen shared some thoughts about her sister.
  Jennifer Cooper Alzner passed away on Easter Sunday in the home that she shared with her sister Pam. The Cooper family moved to Arden in 1968, and though their stay was brief (merely a year and a half), the town had an everlasting impact. In spite of the distance, she'd visit as often as

she could, mainly during the Arden Fair, where she would catch up with old friends. Then twelve years ago, Jennifer got her wish: she moved back to Arden. She truly found her happy place. She was a lover of children and animals. She will forever be missed.

- Erhard "Hardy" F. Hoegger, age 96, died on May 24, 2021. He was born in Baden, Switzerland. When Hardy was 8, the family moved to Basel, Switzerland, where he enjoyed acting in youth theatre. He earned his Ph.D. in Chemistry from the University of Basel. During his post-doctorate fellowship in Boulder, Colorado, he met his future wife, Martha "Rusty" Baker, a music and French language student. They married in Jan. 1956 and in 1957 they moved to Wilmington, DE, where Hardy joined DuPont as a research chemist. During that time, he secured 16 US patents. After taking early retirement from DuPont in 1985, he co-founded the CECON Group, an international scientific and engineering consulting network, now merged with Becht-Engineering. A fun sideline/bonus of having access to laboratory equipment, helium tanks in this case, Hardy may well have been the father of the Arden Fair balloons. He happily peddled the helium filled balloons at the annual Arden Fair, decked out in his Swiss national costume. Hardy was active in St. David's Church, public schools, the community of Arden and ACRA in his early years. His interests in body-soul-mind integration led him to the study of yoga and similar endeavors. He was the founder of the Arden Yoga Group, in existence since 1970. He was an active hiker with the Wilmington Trail Club until 2018, when his body began to fail him. He was an avid student and instructor at Osher Lifelong Learning

Institute (OLLI) in Wilmington, which he loved. A pillar of the Arden community, Hardy was an Arden icon and will be missed dearly.

- Long-time Ardentown resident Peter A. Willis, age 75, passed away at Union Hospital, Elkton, on April 24, 2021. He was the loving husband of 39 years to the late Linda Rhoades Willis. He loved gathering with his family for Christmas, crab feasts, poker nights, gardening, shuffleboard at the Wesley House, boating on the Elk River, and concerts. All were regular events. He was a fixture at the Arden Fair and loved being with his pals. Simply put, he just enjoyed being with people and having a good time. Peter embraced the joys of life full on and will be missed by family and friends alike.

- Lis Downes, formerly of Arden, passed away at the age of 91. She was born in Denmark. As a young adult, Lis worked at television and radio stations in Denmark. Within weeks of meeting Richard Downes in Austria, she moved to US, married Richard and became a US citizen. The marriage lasted for 12 years, and after her divorce, she put herself through school to become a court reporter. After retiring, she spent time traveling and enjoying the countryside.

- Hal E. Goodwin, Jr., age 83, passed away on June 22, 2021. He was born and raised in Wilmington, DE. Hal graduated from P. S. Dupont HS and attended Valley Forge Military Academy and Gettysburg College. He was an entrepreneur, owning a welding and boiler repair shop, a landscaping

company and The Buggy Tavern. Known for his kindness. He will be missed.

A moment of silence.

5.0 Visitors

- Andrew Hayes, a principal of Foresite Associates, will discuss the master storm water plan supported by Surface Water Management Planning Grant from DNREC.

  Their Analysis report has 5 sections and they are in the fifth section, which is the conclusion and recommendations as to how the Village can move forward with implementing portions of the plan. The study starts off with a global view of Arden, Perkins Run and Naamans Creek (significant portion of Perkins Run water shed, but a smaller portion of Naamans Creek). Then they looked at the flow analysis, geology, the hydric soils. Last time, they did some site visits in terms of having a better understanding of some of the issues at the site. They looked at the surficial conditions of some of the drainage networks (some pipe problems, out fault, clogged areas). This is the core of the study which comprises the ten (10) watersheds within the Village itself. They characterized each watershed in terms of how big they are, how much impervious cover, and where they start and where they go. They have 27 recommendations for BMP (Best Management Practice). This is constructed to address storm water runoff, to clean the water that runs off, to slow the water that runs off, and to help manage it. This is where they are in the study today. This is the beginning of the conclusion and recommendation section of the report, in which they tabulate 27 BMP, then categorize them to help the Village prioritize and rank

them. They will provide this with a written summary that talks about where they think the Village should go, what they think you should do and what they found out. They are compiling this report and releasing it after the Arden Fair. The Civic Committee is planning an open/public meeting for a review of complete plan.

Questions/Comments

Brook questions individual leasehold drainage.

The master plan does not examine each individual leasehold's drainage patterns. This is a larger scale initiative for the Village. They are looking at big issues, big areas of runoffs. Exception is if a leaseholder had property that they thought was obvious that there is a significant issue or an opportunity to address some of the storm water runoff in a larger sense. Then, they may have it listed in the report.

- Senator Kyle Evans Gay, (D) Delaware State Senate represents for the 5th Senate District

  Budget Highlight on funding**:**

  - 220 million dollars for stabilization fund. It's a governor's initiative to ensure that we are protected when there is an economic downturn in the future.
  - Direct service professional to make sure they are getting paid a rate that reflects their contribution.
  - Student mental health services – directly for the community like in elementary schools.

- Criminal Justice initiative – body wearing cameras.

What she is working on presently:

- Renewed plastic bag ban is in senate to be voted on before end of session.
- She continues to work to pass solar legislation.
- ERA amendment to constitution that would prevent people from being discriminated against based on sexual orientation, gender identity, and disability. Continue to expand definition.

She writes in her chat:

- Thank you for having me! To receive my monthly newsletter featuring legislative and community updates, sign up at: www.tiny.cc/SenGay or send me an email at kyle.gay@delaware.gov and we will get you signed up.
- You can learn more about HB155, which would modify the Freedom of Information Act here: https://www.delawarepublic.org/post/state-senator-seeks-common-ground-proposed-foia-change.
  If you have any feedback on this bill or others, please don't hesitate to contact me. Thank you again!
- The State Treasurer has resources related to the American Rescue Plan Act: https://treasurer.delaware.gov/arpar/

- Larry Lambert State Representative of **7**th District.
  - Senate approves $15 minimum wage that will phase in by 2025.
  - Co-sponsor of Community solar bill.
  - HB 222 Childhood Lead Poisoning. Zip code 19703 has a disproportionate amount of lead poisoning.

- He thanked Arden residents for attending the vigil for racial healing in honor of the 1-year anniversary of the murder of George Floyd. He thought this vigil was very healing and he thanked Village Chairman Jeff Politis for attending.
- May 21 was the first graduation of the training apprentice class at the community center. This program is for young people who have overcome some challenges to put on a path to gaining employment.
- Continue to address hunger by having food drives.
- Larry wrote in his chat: Rep. Lambert's correct email is Larry.Lambert@delaware.gov. Kindly disregard the previous email address provided. Thank you.

Questions/Comments

Carol DiGiovanni asked Senator Kyle Gay to address senate bill 155 sa1 Freedom of Information Act. Briefly, the bill is still on the docket. FOIA needs fixing on both sides: on one side, those seeking documents, and the other side, those who need to understand their obligation under the bill.

Thank you, Guest!

6.0 Town Chair - Jeffrey Politis

Welcome to Town Meeting. It's funny, looking back. It was June 2020 when we did our first virtual town meeting. I thank everyone for your patience over the last year – including 4 town meetings – as we have figured out this format – and are still working out the kinks. And thanks to the various committees and

people who have helped us have a viable town meeting in this format. I don't know what September will look like yet, but know that however we run town

meeting, we will be in good shape.

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, I have been working with our attorney to draft a trust agreement per our settlement from the January 2019 town meeting. My hope is that a draft of the agreement will be presented no later than the September town meeting. My hope will be to have multiple open meetings to discuss and question the trust followed by a vote at a later date.

The Municipal Street Aid (MSA) affidavit was completed and returned to the state regarding the miles of roads and number of people in town. This information is used to calculate the MSA the Village receives. I believe that the MSA was recently approved at 2020 levels.

I have been working with the Community Planning Committee to draft a proposal for a task force to do a "governance" audit. The idea is that this task force will review the various town documents and make recommendations to the town to leave, change/update, or eliminate parts. I believe such a review is overdue and hope that you will support a task force.

Good News. The Village of Arden has been/will be receiving money as part of the American Rescue Act. The Treasurer will supply more specifics, but I

have asked the Community Planning Committee to consider both what process we should use to approve projects, as well as what projects we should consider. Note that the money does have some restrictions. This is a gift to the Village which, we hope, will allow us to do some great things for the community at large.

Lastly, a reminder that this meeting is being recorded and 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 Trustee Report – Carl Falco

The Trustees have several items to report tonight:

Finances:

We have copies of the quarterly financial report available on the website.

Revised Tree Removal Policy:

In the spirit of restoring native landscapes and the continuance of Arden being a Tree City USA, the Trustees are revising the Tree Removal Policy. Permits are now being handled electronically. The form and policy are on the Trustees section of the www.arden.delaware.gov website. If you need a written form,

please contact us and we will provide one. The phone number is 302-475-7980. The Trustees now require a permit to take out **all** trees over 6" in diameter, a change from the previous 18", because there are many valuable slow growing native trees we need to protect.

Remember, part of each lease that every leaseholder must sign says "The Lessee agrees not to…cut timber without written leave from the Trustees." Each permit for each tree is valid for 3 months. Your contractor may ask to see your permit.

We will always grant permission to remove Norway maple (Acer plantanoides), Japanese maple (Acer japonica) Tree of Heaven (Ailanthus altissima) and Bradford pear (Pyrus calleryana 'Bradford'). In fact, we encourage you to remove these species as soon as possible. Further, you may not plant any of these trees on your leasehold. *A permit is needed as we need to know what trees are being removed.* People do call us if they hear chain saws and chippers, so please let us know if you have tree work planned. We also recognize that old Tulip Poplars (Liriodendron tulipifera) can become unstable, however, they also need a permit before being removed.

If you need to take a tree down, and have submitted a permit, please consider replacing with a native tree, we can advise which tree will work in your site. If you wish to replant with a Japanese maple, please request approval from the Trustees. There are some which are not as invasive, and we can suggest specific varieties. A list of native species is posted on the Trustees section of the www.arden.delaware.gov website.

We began a new program this year and have nearly finished registering and treating the ash trees on leaseholds, with the aim of treating the trees for Emerald Ash borer, a significant pest that has decimated ash tree populations

across the country since 2008. Contact Carol Larson at carol2339@verizon.net for more information. We are proud of the Arden tree canopy, both in size and diversity and have plans to create a more complete tree registry to document our tree treasures.

As always, the Trustees are available for your questions and comments. You may reach us at: trustees.of.arden@gmail.com or by phone at 302-475-7980

Lease Transfers: There have been three transfers since the March Town Meeting: 2115 Lovers Lane (Lofting to Michelle and Michael Klein; 1900 Millers Road (McNeil to Eric Reed); 2316 Walnut Lane (Rooney to Rachelle Zazzu)

Trustees Report – Thank you!

8.0 Treasurer's Report – Skip Bailey

Hello Fellow Villagers --

I respectfully submit this Treasurer's report for entry into the meeting minutes for Town Hall 6/28/2021.

1) I would like to confirm the financial policies of the Village are available for all to review and are on the Village's website.
   a) Information about, and links to policies, which include Vacant dwellings; Payments, Deposit forms, Vouchers; Budget, Audit, and other Reports; Policies (general); and other areas including investments, etc. are provided below.

b) Of particular note -- These policies govern use of Contingency Funds, all expenditures greater than $2,000, transferring funds between budget items, authorizing fund transfers, obligations made for over $10,000, contracts or agreements for a year or longer, procurement of goods and services, and the official address for contracts and receipts.

c) http://arden.delaware.gov/committees/budget-finances/

2) All polices which have previously been approved by the village are to be considered in continuation effective 6/28/2021.

a) Arden Financial Policies

3) Notes to the Financial Statements –

a) The Playground Committee has initiated use of the Grant from the state.

b) The activity in the Vacant Dwelling Fund is for the Village's share of the Surface Water Matching Planning Grants. State procedures require that the Village pay for the services up front and then get reimbursed for the agreed match of 50%.

c) All long-term funds are in order. (Vacant Dwelling, Buzz Renovation, Memorial Garden, etc. Municipal Street Aid – MSA- is rolling over into the next fiscal year.)

4) American Rescue Plan Act

a) The Village has been approved for $219,925.50. The first ½ ($109,962.75) has been received and deposited in the Village TD Bank account. I look forward to working with Village Committees and resident decisions in managing these funds.

Skip Bailey, Chair

(Financial Statements follow the minutes in attachment section).

Questions/Comments

Carol DiGiovanni restrictions of funds. Jeff suggests checking the U S Department of Treasury website to review restrictions and/or guidelines; or Jeff has a summary that he will be glad to provide. Carol wants information sent to her in an email.

Marianne Cinaglia suggests financial reports be made available prior to the meeting so they can be reviewed. Skip: Zoom meeting is so different than what has always been provided at in-person town meetings. Hard copies are at table where attendee signs in to be reviewed prior to meeting. Jeff: they will try to figure out a way as they go forward.

Brooke requests Treasurer break out expenditures (consulting fees and contract) for IT support person.

Warren Rosenkranz: Money coming out of Vacant Housing Fund will be reimbursed 50% and he wants to know if the other 50% will be reimbursed to make the fund whole. The Town Assembly agreed to use the Vacant Housing fund to pay for the 50% match for the grant (Foresite Associates, the master storm water plan supported by Surface Water Management Planning Grant from DNREC).

Treasurer's Report – Thank you!

9.0 Advisory Committee Report – Danny Schweers

The Advisory Committee met on Monday, June 7, to set the agenda for this meeting. We discussed the election of committee members, visitors to this meeting, and decided which village business should be mentioned in the agenda to be mailed to residents.

After discussing DelDOT's plan for the intersection at Harvey and Marsh Roads, it was decided that the motion go forward with the plan should come from Advisory Committee since several committees were involved. After I make the motion, we will discuss the details of the easements the Village is being asked to approve. That done, the motion can be seconded and members of the Town Assembly can speak for and against the motion. The motion I have been asked to put forth is as follows.

MOVED: The Village of Arden approves the necessary easements for DelDOT to complete the improvements to the Harvey and Marsh Intersection as presented in the plan tonight. As part of this approval, the Village of Arden understands and accepts that the sidewalks installed within the municipal limits will be owned by the Village upon completion of the project.

I encourage members of the Town Assembly to attend our next Advisory Committee meeting. It will be on Tuesday, September 7 at 7:30 p.m. Usually we meet on the first Monday in September but, since that is Labor Day, we are delaying the meeting one day, moving it to Tuesday.

Faithfully submitted,
Danny Schweers, Chair, Advisory Committee

Danny's Schweers Motion Read

Questions/Comments

Carol DiGiovanni called **Point of Order** on wording of Danny's motion. She believes it should read I move to "present" not I move to "approve". Jeff Polities, Village Chairman, ruled that the motion as written is appropriate. Suggests can consult Parliamentarian or take a vote if you want to challenge.

Jeff provided history about motion being presented. This project was originally started a little over a year ago when Ray Seigfried was State Representative in response to safety concerns at intersection from surrounding communities and the Ardens. Based on feedback from Arden and surrounding neighborhood, it was transferred into a plan by DelDot, which was then put up for public comment. DelDot has since finalized the plan with input from the Safety Committee, Civic Committee and surrounding communities. At this point they are requesting easements to execute on the plan. The question here is about approving easements and acceptance of the sidewalk landings for ownership. Before coming to the Town Assembly meeting tonight, it was confirmed both the leaseholders and the Trustees have accepted the easement. This is the final step. Discussion focus is on easements and sidewalk landings ownership.

JMT Engineering Explain Plan.

Mir Wahed, JMT Engineering

Plan to redesign/reconfigure intersection at Grubb Rd, Harvey Rd & Marsh Rd with turns and straight throughs for each approach. For the specifics of traffic flow please refer to drawing included in attachment section following the minutes.

To meet ADA compliance the sidewalks and landings are needed to be installed. Landings: one is located on the corner of Oddporium, and the other landing is at corner of Bob Lockerman's leasehold.

Questions/Comments (an opportunity to understand the plan about intersection/easement/sidewalk landing/ownership)

Brooke Bovard – Proints out that there are similar small areas of paving in the crosswalk at Harvey Rd at Orleans Rd. The Safety Committee approved this and referred it to Town Assembly because it involved making easement in the town. Making the easement means that everyone has acknowledge that this is town land that we are building these on.

Do sidewalks go anywhere? At the Oddporium the whole section will be built up as a sidewalk from the asphalt from where it is today because that landing is also a bus stop. The landing at the corner of Bob Lockerman's is just a landing for the purpose of the crosswalk. Sidewalks go nowhere. The ownership of the landings would go to Arden but DelDot would maintain electronics (push button walk signal). The landing maintenance should be minimal.

Traffic Flow - Grubb Rd Approach ultimate configuration would be to have separate left turn and shared through light
Harvey Rd is a single lane today. They did not have the opportunity to provide a separate left turn without implementing additional widening, which would require cutting into some of the property on the side.
All three of the roads are going to be the same which will provide some predictability.

Simon calls a **point of order** to clarify if the vote is for the whole project? The vote is on the entire project. Brooke points out that the risk that we run by not approving this project means that we will be back to square one. That means trying to get DelDot to come out again a reevaluate it, back to holding public meetings for two years, attending meetings to obtain supported in Dover. All is possible but not likely that it can be divided up and they would be willing to come back with a new plan. This project has been a work in progress for about two and a half years. We are voting on the entire project: traffic flow lights and turns, sidewalks, landings, electronic equipment.

Motion read again

Brooke Bovard presented an alternative motion - Move that the Town Assembly grant easements for landings for the DelDot crosswalks planned for Marsh Road as demonstrated on the drawings presented at Town Assembly June 28, 2021 (permit #N143, 6 pages, various dates and scales. Date June 24,2021). After construction, the landings return to the town. **Unanimous consent. The motion is approved as written**. **Motion Passed.**

Advisory Report – Thank you!

10.0 Board of Assessors – Deborah Ricard

I want to thank Brooke Bovard, Denis O'Regan, Gary Quinton, John Scheflen, Elizabeth Varley and Tom Wheeler for all of their hard and dedicated work on the 2021 Land Rent Assessment. The Board of Assessors met via zoom on all publicized dates and held two public meetings.

This 2021 report with its companion land rent spreadsheet, identifying all leaseholds by Arden lot # and NCC parcel #, is posted on the Assessor page of the arden.delaware.gov website and printed copies are available at the Arden library. The total land rent assessment for 2022 is $766,000 which is a modest increase from 2021 of 1.08% as predicted by the 3-year forecast received from the Budget Committee and confirmed by Treasurer Skip Bailey and Trustee Carl Falco. No additional collections are necessary in 2022 to increase the Prudent Reserve, as this reserve is forecast to be fully funded.

A summary of this report will now be read aloud to the Town Assembly.

Respectfully submitted,

Deborah Ricard, Chair

(Copy of Assessors Report following minutes.)

Questions/Comments for Assessors

Jeff reminds all that the Final report will be the assessment that will be used unless an alternative assessment is presented by September

The Alternative Assessment process going forward. There is an opportunity if people do not agree with assessment, they can submit an alternative assessment for the September Town Assembly by contacting Advisory Committee who can add it to the agenda. At the September's Town Assembly, if the alternative assessment is approved by 2/3 majority vote, then both assessments will go out for vote. For one of the assessments to be approved, it would need a majority of the eligible voters. If none of those assessments meet the voting requirements for approval, then the previous year's assessment would be used.

Board of Assessors – Thank you!

11. Committee Report. (Descending Order)

11.1 **Safety** - No report

11.2 **Registration - Cecilia Vore**

According to our Residents Record, there are 370 eligible voters. The committee conducted the Election of Officers and Standing Committees on Monday, March 22, 2021. Votes were counted on Thursday, March 25, by the following members of the committee: Barbara Macklem (chief elector), Cecilia Vore (chair), Marcia Scheflen, and Elizabeth Varley. We were assisted by Carl Falco, Barbara Henry, Danny Schweers and Larry Walker. To maintain social distancing, the ballots were counted by couples from the same household seated at separate tables.

There were 89 ballots cast; 32 by Absentee voting; 57 by ballots from those attending the virtual Town Meeting. Results were posted the next day on the Village website and on bulletin boards. They have been added to the records of the Registration Committee stored in the Town Office. Election results are included at the end of this report.

Our existing Absentee voting process, along with print-your-own ballot process for those attending the March meeting, worked well for conducting an election under Covid conditions.

The Registration Committee convened at the Buzz Ware Village Center on May 12 and elected Cecilia Vore chair. Annual responsibilities were distributed among the committee members. We discussed improvements to conducting the Committee election whenever the Town Meeting is a virtual meeting, which we are using for the election of Safety Committee members tonight.

March 2021 Election results.

Elected to Committees for 2-year terms: **ARCHIVES** – Maria Burslem, Lisa Mullinax, Barbara Macklem; **AUDIT** – Deborah Ricard, Laura Wallace; **BUDGET** – Csongor Pinter, Deborah Ricard, Nick Stalloni; **BWVC** – Maria Burslem, Betty O'Regan, Toby Ridings; **CIVIC** – Rick Ferrell, Ed Rohrbach, Mark Wood; **COMMUNITY PLANNING** – Jennifer Borders, Ron Meick, Pam Politis; **FOREST** – Jill Althouse-Wood, Keri Will–del Tufo; **PLAYGROUND** – Mike Klein, Sachin Puranik, AJ Stalloni; **REGISTRATION** – Marcia Scheflen, Elizabeth Varley; **SAFETY** Chris Junk (insufficient candidates to elect 3 members; election will continue at the June Town Meeting)

Elected to town office for 1-year terms: **ADVISORY CHAIR** – Danny Schweers; **TOWN ASSEMBLY CHAIR** – Jeffrey Politis; **TOWN SECRETARY** – Liz Resko;

Respectfully submitted, Barbara Macklem

Registration Report – Thank you!

11.3 **Playground** – Larry Walker

Barbara Henry read the following:
Since the last Town Meeting, the required Playground Equipment Safety Inspections were made, and all equipment is in safe condition, with the exception of the bench under the Fels Oak on the Village Green. One of the slats for the seats was broken, the broken parts were removed, and new slats have been purchased. They will be painted, and then installed.

As earlier reported, one of the spring mounted horses on the Village Green was broken, and since the equipment is approximately 65 years old, it has been impossible to purchase replacement parts from the manufacturer because of the old age of the item. The Committee looked at various pieces of equipment to replace both of the horses, and it was decided to install two spring mounted squirrels. The units should arrive next month, and they will be installed at the same location. It was decided that one of the squirrels will be painted white to maintain an Arden tradition.
Larry Walker, Chair

Playground Report – Thank you!

11.4 **Forest** - Co-Chair: Carol Larson & Beverly Clendening

Ever the scourge in the woods, we worked intensively on Invasive species removal in May and June.

Garlic Mustard

mile-a-minute- July and August

Stilt Grass -July and August

We racked up hundreds of hours – we'd like to thank Ruth Panella in particular for the inspiration.

Contract with Red Tail Land Management is ongoing.

Ash trees in the forest – we are treating for Emerald Ash borer, those trees that might threaten houses and selected seed trees.

Boundary report – fencing will be going in at Buckingham Greene and Sunset Farms border.

Jill Althouse-Wood has built an event to celebrate The Ardens' new status as a Community Wildlife Habitat. Come out on July 14th Starting at 4:30, we'll raffle prizes and baskets, show off our summer LEAF publication (now online!), paint reusable drinking vessels, peruse the habitat positive aspects of BWVC native plantings. We will highlight the 2021 Patch program, introduce our TREESURE hunt, which is one of the ways to earn the new Fox Patch. The other two ways to earn the Fox Patch are to follow the requirements online, or become a super volunteer. The Habitat celebration is concurrent with the Gild Hall's

Food truck night and we have a film showing the intimate, unnoticed view of nature called "Microcosmos"
Drew Jordan has expressed an interest in wood working in the forest to build bridges and walkways. Now is the time to step up if you'd like to help. For more on volunteerism, a report from Bev Clendening.

Bev Clendening – Report on Volunteer Survey to determine specific interest in working in the woods.
Bev Clendening has developed a survey to assess Arden residents' use of Sherwood Forest and the Arden Woods. The survey also asks residents to share their view of the priorities for work to be done by the Forest Committee. Finally, the survey aims to gather names of people who are willing to volunteer some time to help the Forest Committee maintain the health for the woods

Questions/Comments
Carol DiGiovanni - Would like to know where is the funding coming from for the fencing that is going up at Buckingham Green and Sunset Farms? budget

Jeff Steen – Wants to know does the survey include the entire distant boundary of Avery? Is the fence going to go along the actual boundary?
Carol Larson - Survey is from Marsh Rd to Ardencroft. It is going on actual boundary as the New Castle County recommends with a little give so it can be serviced on the other side. Jeff would like to have further

discussion with Carol about this and he points out that the extent of Arden holdings needs to be correctly identified. Carol Larson agrees.

Forest Report – Thank you!

11.5 **Community Planning** – Jennifer Borders

Community Planning continues to review the current Vacant Dwelling Ordinance #15 within the Committee by reaching out to Ray Seigfried, the chair of the Planning Committee at the time of the drafting of the original Ordinance.

Ordinance 15 was adopted by the Town Assembly in January 2012. The Committee feels that the Ordinance needs some clarifying and updating based on 9 years of administering it. The basic scope, intent and fee structure of the original Ordinance will remain in place. The main changes being considered are:

- Clarify the definitions of "occupied" and "vacant" to avoid ambiguity and help to determine whether a dwelling is vacant as defined by the ordinance
- Changes to the treatment of accessory dwelling units ("ADUs") for leaseholds with multiple ADUs
- Review of the registration fee waivers process
- Clarify the process for appealing the vacancy determination.

  You are welcome to email us your comments about this process at planning@arden.de.gov.

The Committee has started considering ideas for use of the American Rescue Act Covid relief money that is anticipated to be given to the Town in the next 2 years. We are open to ideas from all residents. To submit an idea please email us at planning@arden.delaware.gov. Once we have gathered ideas, an open meeting to discuss them will be convened.

As part of the tasks for the year, the Committee will be involved with forming and participating in a new Governance Task Force. This task force will be assigned to review the Town's policies, ordinances, the Charter and other governing documents for consistency and clarity. It will make recommendations to the Town Assembly for any needed updates or changes. We are considering that the Task Force will consist of 5 to 7 members recommended by the Advisory Committee and confirmed by the Town Assembly. The timeframe for the Task Force to complete its work will be one year. If you would be interested in being part of this or to nominate someone else, please let us know by contacting the Planning Committee or the Advisory Committee.
Respectfully submitted,
Jennifer Borders

Questions/Comments

Jeff Politis, Village Chairman – Reminds all that the Ordinances where there is a change or it is a new Ordinance would have to be presented at three Town Assembly meetings where it would be read and voted on at the third Town Assembly meeting.

Marianne Cinaglia inquiries about the status of Frank Aukotowitz's leasehold that has been vacant for many years.
Jen - To date multiple liens have been filed against this property. The county has been out to the leasehold multiple times. In addition, the owner does not live in the US, which complicates the situation. If the town wants to take the next step, that would be to create a lawsuit against the leaseholder.

Community Planning Report – Thank you!

11.6 **Civic –** Steven Benigni

Work has begun on many of the projects reported on at the last Town Assembly. Our street markings have been repainted in recent weeks, and we have repaired several areas of roadway, including the area surrounding a drain box on Millers Road that had significantly eroded away. Thanks to Rick Ferrell for taking responsibility for these projects and for planning the next phases of our road repair work. We're keeping an eye on the rising cost of construction materials, and it's a challenge figuring out the optimal timing of future work.

The last of our new street signs has arrived, including replacements for three misprinted signs that would have directed folks to the Buss Ware Village Center. We are ready to start replacing the signs and are hoping to use all volunteer labor to complete the task. If you are willing to help, please let us know. Mark Wood will be coordinating the project.

For those who would like to own a little piece of Arden History, we plan to make the old signs available for purchase to help us defray the overall cost of the project. Details to follow.

We are exploring our option to commit to the three-year extension of our contract with Waste Management. Areas of consideration include an evaluation of our decision to go to every other week collection of recyclables, the occasional commingling of yard waste with household waste, and the possibility of working with Ardentown and Ardencroft on re-establishing a community composting site. Representatives from the three villages are visiting the Mt. Cuba Center's composting site tomorrow to view their operations.
Preliminary plans are being made for an informational meeting in early September to discuss the draft stormwater plan prior to the final report being presented at Town Assembly. This open meeting will provide opportunities for comments and questions regarding the draft.

We're waiting for a local contractor to begin work on replacements for our dog waste receptacles on the Village and Sherwood Greens, as well as the removal of several path barriers that impede wheelchair access.

Thanks also to Carol Larson, who not only looks after the trees in our forests, but also on the village's greens and common areas. She also coordinates clean-ups and plantings of all kinds of vegetation around town.

I have been invited to the next meeting of the Archives Committee to discuss a possible joint project to erect plaques or signs at the Walt Whitman and Soldiers & Sailors memorials on the Village Green.

We will soon transition to in-person meetings at The Buzz, probably starting with the September 22nd meeting.
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.

Respectfully Submitted,
Steve Benigni
Civic Committee Chair

Questions/Comments

Cecilia Vore - A strong sewage smell was detected in the Arden woods (the full length of Arden Creek, which runs from Marsh Rd to Sconset Rd, where the railroad tracks are located). This is about a half of a mile. Jeff Steen suggests going to General Service of New Castle County to find out if our sewage system is a closed system or whether storm water is comingled with the sewage system.

Larry Walker - Commended Civic Committee for offering work to the community service workers who are people required by the courts to perform community service (free and unskilled labor). They have a hard time finding places willing to give them an opportunity. Civic says it was

a pleasure working with Delaware Correctional Industries and appreciates their cooperation.

Jenn Borders acknowledges and appreciates Civic Committee's and Archive Committee's working together to label some of the significant history in town, like the Walt Whitman and Soldier's Memorial, none of which most people have knowledge of. Also, there are other amazing points of interest in town to consider labeling and providing information. For example, Arden school was the first, or one of the first, integrated schools in Delaware.

Carol DiGiovanni requests details about Waste Management contract. Civic expressed at their last monthly committee meeting an interest in researching alternative companies, but they are confident that they will find it's probably in the town's best interest to continue with Waste Management. Most likely going to approve and continue with Waste Management. The final decision has not been made. If Civic decides not to continue with Waste Management contract, that contract needs to be approved by the town assembly, which would necessitate a special meeting. In essence, existing contract is a 3-year contract with a renewable 3-year term. That term is automatically renewed unless we have a specific objection. It's a standing contract unless Waste Management wants to renegotiate contract.
Elizabeth Varley - If Civic finds interesting things in their research, they could hold some informational meetings that would not have the weight of Town Assembly meeting, unless there was a perceived need to change the contract.

Brooke Bovard - The idea that they may not be caring for our recyclables the way the recycling law is designed. She believes it is something the community wants to look at. Most of the residents have been consciously separating long before the law was passed. It matters to Ardenites that they are dumping it in all together.

Pam Politis - A tree snapped on Cherry Ln. Need it cleared for the 4th of July events. Carol Larson is already on it.

Jeff Steen - Storm Water Management issues in Arden. At a certain point "volunteerism" doesn't get it done. The maintenance of inflows and other storm water management facilities needs to be carried out on an as-needed basis, particularly after storms. He warns that if that is not happening on a regular basis, he believes Civic or the town should consider hiring someone whose job it would be to make sure that the inflows are clean.

Civic Report – Thank you!

11.7 **BWVC -** Co-Chairs Betty O'Regan & Mary Young

The Buzz is becoming more active and open every day and the committee is working overtime with new and modified endeavors. Our air purification system is providing a level of comfort and safety, but if users prefer to open the windows that is fine too. We have been consistently updating our COVID-19 protocols to align with the State of Delaware's requirements and suggestions. As of this moment, our most recent version reads....Masks are optional for individuals who are vaccinated. Those who are unvaccinated are still strongly encouraged to

wear a mask in accordance with guidelines from the CDC. Social distancing and room capacities are no longer being regulated.

PPP

Toby Ridings, Randy Hoopes, Shari Phalan and their crews are jumping into action with a shorter time frame for prep. Please contact Toby if you are interested in volunteering for a job of your choosing, from sitting in an air-conditioned building for a 2-hour shift (during set up or on fair day) to helping to stage the building inside and out during the few days before the fair.

Usage is starting to increase.

- The Coffee House came back in May and was held outside for the first time. It was a magical evening, with fine music and weather, and an incredible crescent moon. In June, we were inside due to unfortunate weather but all went well. The Coffee House will continue outside, weather permitting, and inside if not, throughout the summer with new hours beginning at 7:00 and unplugging at 10:00.
- Strength and Mobility times have changed to 2:30-3:30. Tues. will be via Zoom and Thur. in person at the Buzz. We have attracted many new folks with the Zoom feature but everyone is happy to see each other in person, as well.
- The Buzz Ware Bookies are discontinuing Zoom and are meeting in person again. The book for July is *Exciting Times* by Naoise Dolan. They meet on the second Monday of each month at 7:00 and always welcome Ardenites and friends of the Ardens.

- Recently, Art on the Town has had 2 very successful shows, Phoenix Ridings in May and Ken Mabrey in June. Both events had good attendance and garnered sales, a portion of which goes to the Buzz.
- Art Nights meet on Mondays 7:00-9:00. We would love to build this program from 2-4 attendees, so please consider bringing whatever project you have going and spend some time with other creative neighbors.
- Rentals - Inquiries and rentals are picking up and doing well.

Long-term Tenants

- *Awakened Hearts* - We are excited to be in contract negotiations for the upcoming year. This group already enjoyed some gatherings outdoors and met inside yesterday. They hope to return to the building in increments, so for July and August they meet twice a month on Sun. and all Wed. evenings. If income and attendance allow, by Sept. they hope to return to their original schedule of meeting every Sun.
- *Wilmington Sudbury Schoo*l- We are thrilled to be working with a potential tenant for the upcoming school year. Michelle Classen, founder of Wilmington Sudbury School (WSS), approached the Buzz as she was looking for a home for a non-profit, alternative school for ages 4-18. The school's philosophy fits so well with Arden...utilizing outdoor spaces, learning to respect nature, introducing the responsibility of democracy, nurturing curiosity, enjoying freedom while building autonomy, and using their community as resources. We can have all of this with little to no impact (except good impact) on our neighborhood and how the Buzz serves our variety of needs.

We have thoroughly explored every aspect of having a 9 month+ 3-week tenant in room 4.

- Permanent space room 4, use of room 3 for temporary usage as available.
- WSS will obtain the level of insurance required by the Town of Arden.
- Contract will be from Aug. 23, 2021- June 17, 2022.
- School calendar aligns with Brandywine/Christina/Red Clay.
- 7-10 students enrolled with goal for this year being 10-30.
- 3 cars parked, 2 others dropping off and picking up.
- Community usage of the rest of the building during the school day, nights, and weekends can occur.
- The room will be available for PPP as usual for setup, take down, and for the fair day event from 4:00 Thur. Sept 2- 12:00 Sun. Sept 5.

With the substantial income boost this rental provides, combined with the proposed income from Awakened Heart, we will be able to meet our budget goal of $30,000/year, helping the Buzz to be self-sufficient and so that we can achieve part of our mission by "providing fiscally responsible management of staff, maintenance, and activities associate with the building and contents" and removing tremendous pressure as we continue to recover from a year and a half of COVID-19 related losses.

We feel this arrangement is a perfect fit, as another part of our mission states both a willingness to encourage and initiate educational activities and outreach to the community. This kind of rental is not new, as historically the Buzz has accommodated at least 4 educational or child-care tenants... not to mention that a school was the origin of the building itself!

Please join me in thanking all of the committee members (Mary Young, Toby Ridings, Maria Burslem, Debi Sheiker) representatives (Shari Phalan and Ken Rosenberg), building manager (Pam Cohen) and Jeremy Sheiker (staff) for their exceptionally hard work for the last few uncertain and challenging months as we try to return to normal.

Respectfully submitted,
Betty O'Regan, Co-Chair

Questions/Comments

Cecilia Vore: Correction - The Strength & Mobility Tuesday zoom class 2 to 3 p.m. Thursday changed from2:30 to 3:30 p.m. and it is hybrid (in person and zoom)

Buzz Ware Village Report – Thank you!

11.8 **Budget** – Deborah Ricard

I want to thank David Gerbec, Vicki Scott and Nick Stalloni for meeting on the third Thursday of each month via Zoom to work on the 2022-2023 Budget Ballot which will be submitted for referendum at the September Town Meeting.

Unfortunately, Csongor Pinter has resigned due to a work promotion. Csongor is thanked for his service on the Arden Budget Committee. His employer's gain is our loss. The Budget Committee reached out to Budget nominees from the March 2021 election ballot and are pleased to submit to

this Town Assembly Brooke Bovard's name as a willing and experienced candidate to fill this vacancy.

The Budget Committee thanks all committees who voluntarily took a small decrease in funding for the past year. Special thanks go out to the Forest and Safety Committees, who endured a decrease in funding for the past two years. At this time, we anticipate restoring full funding to all committees on the upcoming Budget Ballot. Email messages with the restored amounts will be sent to the chairs of all committees for confirmation.

Respectfully submitted,
Deborah Ricard

Registration Committee -Cecilia Vora conducted election for replacement. Budget Committee provided a nominee (Brook Bovard) to replace a position vacated by Csongor Pinter. Cecilia asked for nominations from floor; there were none. This is now considered an appointment. **Vote:** Yes: 34, No: 2 and abstentions: 2.

Budget Report – Thank you!

11.8 **Audit -** Helen "Cookie" Ohlson

The June 21st meeting was attended by Laura Wallace, Deborah Ricard and Cookie Ohlson, with Skip Bailey as a visitor. We reviewed the Village of

Arden Barbacane Thornton audit for the fiscal year ending March 24, 2020 and Arden's books for the past quarter. All is in order.

Audit Report – Thank you!

11.9 **Archives –** Lisa Mullinax

We are pleased to announce that the Arden Craft Shop Museum will be open during our regular hours this summer. There is no need to call ahead to make a reservation to visit, though we do still request that you wear a mask while in the museum until further notice. Regular hours are Wednesday, 7:30 to 9 p.m. and Sunday, 1 to 3 p.m. We will be closed on Sunday, July 4. We also plan to be open on Arden Fair Day, September 4, and during the Shakespeare Gild's "Greatest Hits" shows later in September.

Our two exhibits, "15 Years, 15 Treasures" and "Equality in the Ardens," are still on view and we invite you to visit. Plans are underway for our new fall exhibit which will feature artwork in the Ardens from our first 6 decades. In 2022, we will celebrate the 100th anniversary of the founding of Ardentown. We continue to add to our items on display with rediscovered and conserved works. Our photographic collection continues to expand and you can view it online at ardencraftshopmuseum.com. We are also adding to our collection of oral histories and transcribing those in our collection.

We will be hosting the ACRA campers at a special event this summer.

Thanks to the community for your support!

Respectfully submitted,

Lisa Mullinax, Chair

Questions/Comments

Randy Hoopes reminds Lisa to make sure he receives the archives schedule for fair day.

Archives Report – Thank you!

12. 0 Old Business

13. 0 New Business

Playground Committee is replacing horses with squirrels. There is concern as to what will happen to the horses. To be determined.

14. Good & Welfare

Brooke Bovard's daughter, Tiernan, is joining Adelphia University, Garden City, NY. Jeff congratulates Tiernan for her first town vote and she voted for her mom. Congratulations, she also graduated high school.

Congratulation to our graduates: Jackson Politis, April Falstad, and Hank Borders graduated from NYU and Congratulations to all our graduates.

15.0 Motion to Adjourn 10:45 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 are 18 years of age, or older

Attachments next page

Trustees of Arden		
Financial Report		
Town Meeting June 28, 2021		
Current Assets		
Arden B&L Bequest Funds	$ 24,139.07	
Vanguard Bequest Funds	$ 235,099.58	
Arden B&L (Reserve)	$ 117,530.16	
M & T Checking Account	$ 647,633.40	
Vanguard Federal Money Market Func	$ 452.99	
Total Cash & Equity	**$ 1,024,855.20**	
Land Rent Receivable	$ 35,825.98	
Total Current Assets	**$ 1,060,681.18**	
Income & Expenses		
Income Mar 25-2021-June 28-2021		
Land Rent Received	$ 724,310.03	
Other Income-All Sources	$ 576.40	
Total 2020-21 Operating Income	**$ 724,886.43**	
Expenses Mar 25-2021-June 28-2021		
Village of Arden	$ 100,000.00	
Trust Administration*	$ 3,886.54	
New Castle County and School Tax		
Tax Rebates to Leaseholders		
Total 2021-22 Expenses	**$ 103,886.54**	
Surplus or (Deficit)	**$ 620,999.89**	
*(Salary, Payroll Tax, Legal, Audit, Bookkeeping, Office Rent, Opera		

Arden Board of Assessors Report

The 2021 Board of Assessors adopted the principle of the Community Standard of Living Method of Arden Assessment in use since 1980 as the basis for determining total land rent.

The "Community Standard of Living Method of Arden Assessment" defines total "Full Rental Value" of the leaseholds as the sum of town expenses (both "non-budget" in the form of county and school taxes, and "budget" as embodied in the town's budget), and the cost of administering the trust, while maintaining a "Prudent Reserve." The Assessors determine "Full Rental Value" for each leasehold, using formulas intended to reflect the relative value of leaseholds, based on lot size, zoning privileges and location factors. (See Rates and Location Factors below.) Based on information obtained from the Budget Committee, the Village Treasurer and the Trustees, the Board of Assessors presents the following report.

The Board of Assessors uses a multi-tier evaluation of each leasehold. The "A Rate" applies to the first 7,116 square feet of a leasehold. This number is based on the smallest leasehold in Arden. The "A Rate" for 2022 is calculated at $303.00/1000 square feet.

The County Code permits construction of one dwelling unit on each Arden leasehold. Accessory dwelling units on Arden leaseholds existing prior to May 1, 2007 referred to as "Grandfathered ADUs" are also permitted; there are a total of 49 of these "Grandfathered ADUs." More recently the Trustees and the County, as approved by the Town assembly in 2017, permit every leaseholder to create one additional dwelling unit ("New ADU"), subject to certain restrictions, including: the "New ADU" must be incorporated into or attached to the principal domicile; the leaseholder/property owner shall occupy and reside in either the principal dwelling unit or the ADU as his or her principal legal residence and the ADU must be approved by the Trustees and the County. The Board of Assessors has determined that the "B Rate" should not apply to the privilege associated with "New ADUs." The Board agrees that the "B Rate" should apply only to "Grandfathered ADUs." These "Grandfathered ADUs" differ from "New ADUs" because ADUs existing prior to 2007 are not subject to the restrictions applicable to "New ADUs." The "B Rate" is set at $808.67. This increase of 1.08% from last year is the same percentage increase applied to the "A Rate" for the 2022 assessment.

The "C Rate" is applied to the amount of land of a leasehold not covered by the "A Rate," i.e., in excess of 7,116 square feet. The "C Rate" is assessed at 40% of the "A Rate."

The "D Rate," the commercial rate, is currently for one leasehold. The "D Rate" continues at a surcharge of 75% of the "A Rate" with no Location Factor deduction for frontage on Marsh Road.

The Base Land Rent (BLR) for a leasehold is a total of all applicable "Rates."

The specific Location Factors are as follows:

1. Leaseholds adjacent to Arden Forest, Ardencroft Forest, or Sherwood Forests	+10%
2. Leaseholds fronting on Arden Forest, Sherwood Forest, or Ardencroft Forest by being across the street	+ 5%
3. Leaseholds adjacent to or fronting on a communal green	+ 5%
4. Leaseholds adjacent to Harvey Road and/or Marsh Road	- 5%
5. Leaseholds having driveway access only to Harvey Road and/or Marsh Road	- 5%

Notes:

1. The Location Factor charges (in dollars) to be added to or subtracted from the sum of the Base Land Rent (A Rate + B Rate + C Rate) are obtained by multiplying the Base Land Rent for the leasehold by the specific Location Factors as given above.
2. Location factors are additive, if both are applicable.
3. If multiple forest factors apply, the higher of the two factors shall be applied.
4. No fractional or partial factors apply for leaseholds fronting or adjacent to forests or communal greens.

The Board of Assessors set the "A Rate" for the 2022 assessment at $303.00/1000 square feet. Applying that rate, and the other rates and factors described above, the total assessment for 2022 is $766,000 which is a modest increase from 2021 of 1.08% as predicted by the 3-year forecast received from the Budget Committee and confirmed by Treasurer Skip Bailey and Trustee Carl Falco. No additional collections are necessary in 2022 to increase the Prudent Reserve, as this reserve is forecast to be fully funded.

The companion spreadsheet which includes specific leasehold assessments for 2022 is part of this Assessors Report.

1) Forecasted Expenditures:

School & County Taxes	$ 549,989
Trust Administration	$ 27,516
Arden Town Budget	$ 98,300
Other non-budget items	$ 186,911
Total forecast expenditures	**$ 862,716**

2) Forecasted Revenue:

Forecasted Revenue from sources other than land rent*	$ 68,646
Total Revenue from land rent	$ 766,000
Total expected revenue	**$ 834,646**

* (United Water Tower, Comcast, Verizon, BWVC Rentals, Interest Income, Municipal Street Aid, Other)

3) Prudent Reserve:

Expected Trustee difference between expenditures and revenue	$ 8,586
Trustee Prudent Reserve as of March 24, 2021	$136,362
Village Prudent Reserve as of March 24, 2021	$ 14,045
Trustee & Village Prudent Reserve as of March 24, 2021	$158,993
Forecast Prudent Reserve projected for March 24th, 2022	**$158,993**

Base Land Rent examples:

Lot size	A Rate		+	C Rate		=	Total
8,000 sq. ft.	(7,116 * 303.00/1000)	**$ 2,156.15**	+	(884 * 303.00/1000 * 40%)	**$ 107.14**	=	**$ 2,263.29**
10,000 sq. ft.	(7,116 * 303.00/1000)	**$ 2,156.15**	+	(2,884 * 303.00/1000 * 40%)	**$ 349.54**	=	**$ 2,505.69**
20,000 sq. ft.	(7,116 * 303.00/1000)	**$ 2,156.15**	+	(12,884 * 303.0/1000 * 40%)	**$ 1,561.54**	=	**$ 3,717.69**
30,000 sq. ft.	(7,116 * 303.00/1000)	**$ 2,156.15**	+	(22,884 * 303.00/1000 * 40%)	**$ 2,773.54**	=	**$ 4,929.69**
40,000 sq. ft.	(7,116 * 303.00/1000)	**$ 2,156.15**	+	(32,884 * 303.00/1000 * 40%)	**$ 3,985.54**	=	**$ 6,141.69**

Rate and Factor examples:

1. A 20,000 sq. ft. lot containing one dwelling unit, on a village green and adjacent to a forest:

A RATE - 7,116 sq. ft. * $303.00/1000 sq. ft.	$ 2,156.15
C RATE - 12,884 sq. ft. * $303.00/1000 sq. ft. * 40%	$ 1,561.54
Base Land Rent	$ 3,717.69
Forest Factor $3,717.69 * 10%	$ 371.77
Greens Factor $3,717.69 * 5%	$ 185.88
Total Land Rent	**$ 4,275.34**

2. A 30,000 sq. ft. lot containing three dwelling units and adjacent to Arden Forest:

A RATE - 7,116 sq. ft. * $303.00/1000 sq. ft.	$ 2,156.15
B RATE - Two ADU charges (2 * $808.67)	$ 1,617.34
C RATE - 22,884 sq. ft. * $303.00/1000 sq. ft. * 40%	$ 2,773.54
Base Land Rent	$ 6,547.03
Forest Factor $6,547.03 * 10%	$ 654.70
Total Land Rent	**$ 7,201.73**

3. A 10,000 sq. ft. lot containing two dwelling units:

A RATE - 7,116 sq. ft. * $303.00/1000 sq. ft.	$ 2,156.15
B RATE - One ADU charge	$ 808.67
C RATE - 2,884 sq. ft. * $303.00/1000 sq. ft. * 40%	$ 349.54
Total Land Rent	**$ 3,314.36**

4. A 20,000 sq. ft. lot containing one dwelling unit on a village green:

A RATE - 7,116 sq. ft. * $303.00/1000 sq. ft.	$ 2,156.15
C RATE - 12,884 sq. ft. * $303.00/1000 sq. ft. * 40%	$ 1,561.54
Base Land Rent	$ 3,717.69
Total Land Rent	**$ 3,717.69**
Greens Factor $3,717.69 * 5%	$ 185.88
Total Land Rent	**$ 3,903.57**

THE 2021 BOARD OF ASSESSORS
Vote on Final Report (June 2020)

2021 Assessor	Assessor's Signature	Assessor's Vote
Brooke Bovard		YES
Denis O'Regan		NO
Gary Quinton		YES
Deborah Ricard	Deborah Ricard	YES
John Scheflen		YES
Elizabeth Varley	Elizabeth D Varley	Y
Tom Wheeler		YES

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Position
As of May 31 2021

		Notes
Checking/Savings		
1000 · TD Bank	221,683	includes $326.13 TD bank Buzzware Debit Card, $117,193.66 TD Bank MM Acct
1010 · TD Bank MSA Checking Account	11,541	Municipal Street Aid
1032 - Arden Building & Loan	35,989	BuzzWare $449, Schroeder $14,150 Village $21,390
1050 - Fidelity Investments - net value @ 5/31/21	469,273	Schroeder Bequest - initial investment $301,002
Total Cash	738,486	
LIABILITIES		
2000 · Accounts Payable, Current Liabilities, PR Tax Payabl	7,460	
FUND BALANCES		
Buzz Ware Renovation Fund	39,835	
J Schroeder Bequest	483,422	
Memorial Garden	8,268	
Municipal Street Aid	11,541	
Capital Maintenance Fund	30,000	
Village - cash available to meet budgeted expenses @ 5/31/2	96,941	
Vacant Dwelling Fund	30,555	
Playground Grant	30,464	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Activity
As of May 31, 2021

	3/25/21 - 5/31/21	Budget	% to Budget	
Revenue				
4000 · Transfer from Trustees - Land Rent	100,000	207,707		
4100 - Donations, grants, rentals	-	-		
4510 · Franchise Fee Receipts	2,131	15,100		
4900 · Interest Income	57	150		
Total Revenue	102,189	222,957		
Expenses				balance left in budget
6000 · Payroll & Payroll Taxes	2,844	18,448	15.41%	15,604
6300 · Administrative Expenses	80	33,040	0.24%	32,960
8000 · Committee Expenses - see detail below	6,062	79,890	7.59%	73,828
8010 · Contributions & Donations	-	5,480	0.00%	5,480
Contigency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	11,602	76,099	15.25%	64,497
Total Expense	20,588	222,957	9.23%	202,369
Surplus (deficit)	81,601	-		
Committee	Actuals YTD	Budget		balance left in budget
Advisory	-	-		-
Archives	45	1,620	2.80%	1,575
Board of Assessors	-	50	0.00%	50
Budget	-	50	0.00%	50
Buzz Ware - Renovation Fund		2,000	0.00%	2,000
Buzz Ware - general operating support	991	4,500	22.02%	3,509
Civic	4,262	58,000	7.35%	53,738
Community Planning	-	400	0.00%	400
Forest	764	7,200	10.62%	6,436
Playground	-	3,600	0.00%	3,600
Registration	-	270	0.00%	270
Safety	-	2,200	0.00%	2,200
	6,062	79,890	7.59%	73,828

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/RepairFund	Vacant Dwelling Fund	Playground Grant
	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21	3/25/21- 5/31/21
Revenue								
4000 - General Funds - Village	-	-				-	-	-
4010 · Donations	-	-	-	3,175	-	-	-	-
4100 - Program Donations	1,284	-	-	-	-		-	-
4300 · Grants	-	-	-	-	-		14,950	-
4400 · Rentals	1,335	-	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-	-	-
4900 · Interest & Dividend Income	-	-	771	-	-	-	-	-
SREC	-	108	-					
9900 - Unrealized gains on investments	-	-	23,785	-	-	-	-	-
Total Revenue	2,619	108	24,556	3,175	-	-	14,950	-
Expenses								
6000 · Payroll & Payroll Taxes	1,275	-	-	-	-	-	-	-
6300 · Administrative Expenses	45	-	-	-	-	-	-	-
6310 · Janitorial Supplies	79	-	-	-	-	-	-	-
7020 · Utilities (gas, electric, water, telephone)	521	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/AlarmMonitoring	528	-	-	-	-	-	-	-
7600 · Repairs & Maintenance	41	-	-	-	-	-	29,900	-
8000 · Program Expenses	1,123	-	-	110	-	-	-	3,321
Total Expense	3,610	-	-	110	-	-	29,900	3,321
Surplus (Deficit)	(991)	108	24,556	3,065	-	-	(14,950)	(3,321)
Carried forward fund balance		39,727	458,866	5,203	11,541	30,000	45,505	33,785
Fund balance		39,835	483,422	8,268	11,541	30,000	30,555	30,464

ADDITIONAL GENERAL SIGNAL NOTES

3. EXISTING RIGHT OF WAY AND PROPERTY LINES ARE BASED ON DEED RESEARCH AND ARE SHOWN FOR GRAPHICAL PURPOSES ONLY.

4. POLE BASES, CABINET BASES, AND CONDUIT JUNCTION WELLS TO BE REMOVED IN ACCORDANCE WITH SECTION 211.07 OF THE STANDARD SPECIFICATIONS OR AS DIRECTED BY THE ENGINEER. EXISTING CONDUIT SHALL BE ABANDONED.

5. MAINTAIN THE EXISTING SIGNAL CONTROLLER CABINET AND THE EXISTING POWER SOURCE UNTIL THE PROPOSED CONTROLLER CABINET IS OPERATIONAL AND IS POWERED BY THE PROPOSED POWER SOURCE.

6. PROPOSED POLE BASES SUPPORTING POLES WITH PEDESTRIAN PUSHBUTTONS SHOULD BE CONSTRUCTED IMMEDIATELY ADJACENT TO THE FLAT (SOFT OR FLATTER) LANDING AREA OF THE CURB RAMP WHEN POSSIBLE. WHERE THERE ARE PHYSICAL CONSTRAINTS THAT MAKE IT IMPRACTICAL TO PLACE THE PEDESTRIAN PUSHBUTTON ADJACENT TO A LEVEL ALL-WEATHER SURFACE, THE SURFACE SHOULD BE AS LEVEL AS FEASIBLE. THE PEDESTRIAN PUSHBUTTON SHOULD BE INSTALLED AT A HEIGHT OF 42 TO 48 INCHES ABOVE THE ADJOINING SIDEWALK AND SHOULD BE LOCATED SUCH THAT THE MAXIMUM REACH DISTANCE DOES NOT EXCEED 10 INCHES FROM THE ADJOINING SIDEWALK TO THE FACE OF THE PUSHBUTTON. PEDESTRIAN SIGNAL HEADS SHALL BE MOUNTED WITH THE BOTTOM OF THE SIGNAL HOUSING INCLUDING BRACKETS NOT LESS THAN 7 FEET OR MORE THAN 10 FEET ABOVE.

7. CONTRACTOR SHALL UTILIZE TYPICAL APPLICATION 47-A AS NEEDED TO COMPLETE THE WORK. THE TRAFFIC SIGNAL WILL BE OPERATIONAL DURING CONSTRUCTION.

8. CONTRACTOR SHALL REMOVE ALL EXISTING WIRING FROM EXISTING CONDUIT BEING ABANDONED.

9. R10-3E SIGNS SHALL BE INSTALLED ON POLES WITH ONE PEDESTRIAN SIGNAL HEAD.

10. CONDUIT SHOULD BE INSTALLED AS TO AVOID ANY CONFLICT WITH EXISTING UNDERGROUND UTILITIES.

11. CONTRACTOR SHALL ENSURE AT LEAST ONE SIGNAL HEAD IS 40' FROM THE STOP BAR AT EACH APPROACH.

12. THE PROPOSED POWER FOR THE SIGNALS SHALL BE RUN AERIALLY FROM UTILITY POLE #50180-45823 TO UTILITY POLE #50179-43815.

13. TRIM TREE BRANCHES ON THE SOUTHEAST CORNER AS NEEDED TO INSTALL MAST ARM #3 AND OTHER SIGNAL EQUIPMENT.

14. SIGN S-1 SHOULD BE INSTALLED ON SIGNAL POLE #4 MOUNTED ON THE POLE.

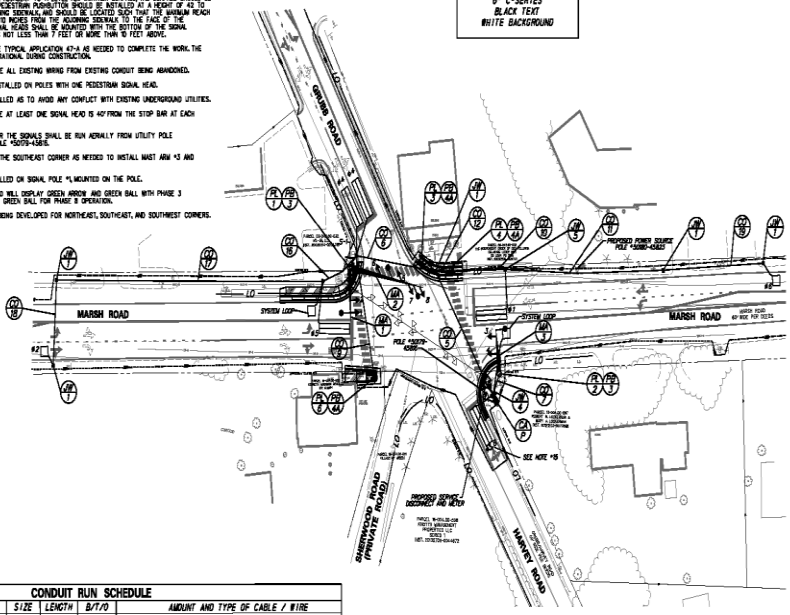
15. NORTHBOUND HARVEY ROAD WILL DISPLAY GREEN ARROW AND GREEN BALL WITH PHASE 3 OPERATION AND WILL DISPLAY GREEN BALL FOR PHASE 8 OPERATION.

16. SIGNAL AGREEMENTS ARE BEING DEVELOPED FOR NORTHEAST, SOUTHEAST, AND SOUTHWEST CORNERS.

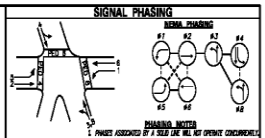
OVERHEAD SIGN DETAILS

DELAYED GREEN

S-1
CUSTOM
60"X12"
6" C-SERIES
BLACK TEXT
WHITE BACKGROUND

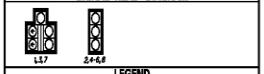


SIGNAL PHASING



PHASING NOTES
1. PHASES ASSIGNED BY A SOLID LINE WILL NOT OPERATE CONCURRENTLY.
2. PHASES ASSIGNED BY A DASHED LINE WILL OPERATE CONCURRENTLY.

SIGNAL HEAD DIAGRAM



LEGEND

AB ASHBOX	EXISTING OVERHEAD RUN IDENTIFER IN 5" OVERHEAD RUN
EC EXISTING CABINET IDENTIFER (TYPE OF CABINET)	PROPOSED OVERHEAD RUN IDENTIFER IN 5" OVERHEAD RUN
PROPOSED CABINET IDENTIFER (TYPE OF CABINET)	EXISTING POLE BASE IDENTIFER (TYPE OF POLE BASE)
EC EXISTING CONDUIT RUN IDENTIFER IN 5" CONDUIT RUN	PROPOSED POLE BASE IDENTIFER (TYPE OF POLE BASE)
PROPOSED CONDUIT RUN IDENTIFER IN 5" CONDUIT RUN	EXISTING POLE IDENTIFER IN 5" POLE
EXISTING JUNCTION WELL IDENTIFER (TYPE OF JUNCTION WELL)	PROPOSED POLE IDENTIFER IN 5" POLE
PROPOSED JUNCTION WELL IDENTIFER (TYPE OF JUNCTION WELL)	RESIDUE BY CONTRACTOR
EXISTING MAST ARM IDENTIFER (LENGTH OF ARM)	RESIDUE BY OWNERS
PROPOSED MAST ARM IDENTIFER (LENGTH OF ARM)	RESIDUE BY TRAFFIC CONTRACTOR

	EXISTING SYMBOL	PROPOSED SYMBOL
JUNCTION WELL		
LOOP DETECTOR, TYPE 1		
LOOP DETECTOR, TYPE 2		
LUMINAIRE		
MAST ARM		
MICROWAVE DETECTION		
OPTICOM RECEIVER		
OVERHEAD SIGNING		
PEDESTRIAN POLE/BASE		
PEDESTRIAN PUSHBUTTON		
PEDESTRIAN SIGNAL HEAD		
RIGHT-OF-WAY		R/W
SERVICE PEDESTAL		
SIGNAL CABINET		
SIGNAL HEAD		
SIGNAL POLE/BASE		
CCTV CAMERA		
SPAN WIRE		
UTILITY POLE		
VIDEO DETECTION		

GENERAL SIGNAL NOTES

1. ALL SIGNAL EQUIPMENT REMOVED FROM A PROJECT IS TO BE RETURNED TO DELDOT TRAFFIC - DOVER, DELAWARE.

2. ALL UNDERGROUND AND OVERHEAD UTILITIES SHOWN ON THESE PLANS ARE SCHEMATIC ONLY AND MAY NOT BE COMPLETE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING MISS UTILITY, AND/OR THE APPROPRIATE UTILITY PRIOR TO THE BEGINNING OF CONSTRUCTION FOR THE UTILITY MARKOUTS. IF THE CONTRACTOR PERCEIVES THAT A CONFLICT BETWEEN UTILITIES AND THE TRAFFIC SIGNAL WILL OCCUR, THE CONTRACTOR SHALL NOTIFY DELDOT TRAFFIC IMMEDIATELY BEFORE CONSTRUCTION.

CONDUIT RUN SCHEDULE

COR	# OF CONDUITS	SIZE	LENGTH	B/T/O	AMOUNT AND TYPE OF CABLE / WIRE
1	1 (GALV. STEEL)	2"	10'	T	(3)#8 THWN
2	1 (GALV. STEEL)	2"	10'	T	(1) 2/#8 U.F. W/GROUND
3	4	4"	5'	T	(1)16/#14, (1)9/#14, (8)5/#14, (9)2/#14, (4)4/#18 (4)1/#6 GRD
4	1	2.5"	10'	T	(1)5/#14, (1)1/#6 GRD
5	1 (SCH 80 HDPE)	4"	90'	B	(1)16/#14 (5)5/#14, (7)2/#14, (3)4/#18, (1)1/#6 GRD
6	1 (SCH 80 HDPE)	4"	70'	B	(1)16/#14, (3)5/#14, (5)2/#14, (3)4/#18, (1)1/#6 GRD
7	1	3"	15'	T	(1)9/#14, (1)4/#18, (1) 1/#6 GRD
8	1 (GALV. STEEL)	1.5"	25'	T	(1)2/#14, (1)1/#6 GRD
9	1 (SCH 80 HDPE)	4"	75'	B	(1)5/#14, (1)1/#6 GRD
10	1 (SCH 80 HDPE)	4"	60'	B	(1)2/#14, (1)1/#6 GRD
11	1	4"	135'	T	(1)2/#14, (1)1/#6 GRD
12	1	2.5"	15'	T	(1)5/#14, (1)1/#6 GRD
13	1	2.5"	15'	T	(1)5/#14, (1)1/#6 GRD
14	1	2.5"	10'	T	(1)5/#14, (1)1/#6 GRD
15	1	3"	10'	T	(1)16/#14, (2)5/#14, (3)4/#18, (1)1/#6 GRD
16	1	4"	35'	T	(3)2/#14, (1)1/#6 GRD
17	1 (SCH 80 HDPE)	4"	220'	B	(1)2/#14, (1)1/#6 GRD
18	1 (SCH 80 HDPE)	4"	55'	B	(1)2/#14, (1)1/#6 GRD
19	1 (SCH 80 HDPE)	4"	85'	B	(1)2/#14, (1)1/#6 GRD

NOTES: ALL CONDUIT SHALL BE SCHEDULE 80 PVC UNLESS OTHERWISE NOTED.
B-BORE, T-TRENCH, O-OPEN CUT

MAST ARM SCHEDULE

NO.	LENGTH	NO. OF SIGNAL HEADS	S.F. OF SIGNAGE
1	30' MAST ARM	1 - 5 SECTION, 1 - 3 SECTION	0 S.F.
2	60' MAST ARM	1 - 5 SECTION, 3 - 3 SECTION	0 S.F.
3	25' MAST ARM	1 - 5 SECTION, 1 - 3 SECTION	0 S.F.

POLE SCHEDULE

NO.	TYPE	NORTHING	EASTING
1	60' MAST ARM AND 30' MAST ARM W/ TYPE 3 BASE	660177.3644	634535.5997
2	25' MAST ARM W/ TYPE 3 BASE	660201.4795	634662.3153
3	PEDESTAL POLE W/ TYPE 4A BASE	660215.0443	634568.3567
4	PEDESTAL POLE W/ TYPE 4A BASE	660228.2632	634592.6076
5	PEDESTAL POLE W/ TYPE 4A BASE	660190.3319	634660.5620
6	PEDESTAL POLE W/ TYPE 4A BASE	660136.8657	634581.1522

PREPARED BY
JMT

THIS SEAL APPLIES TO ALL SHEETS BEARING THE "TS" SECTION DESIGNATION. DATE SEAL

CONCURRENCE FOR INSTALLATION

CHIEF OF TRAFFIC ENGINEERING DATE

ADDENDA / REVISIONS

SCALE 0 30 60 90 FEET

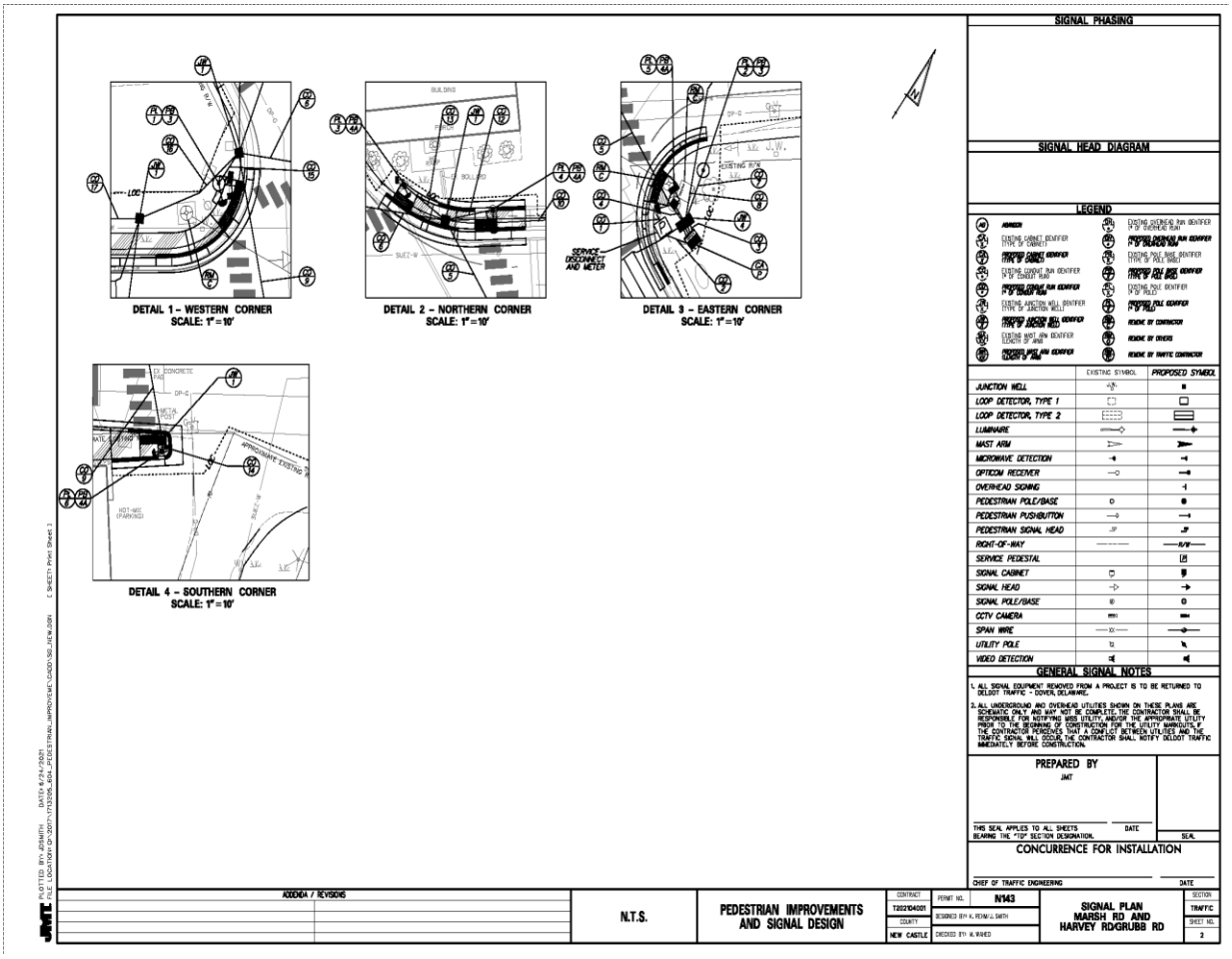
PEDESTRIAN IMPROVEMENTS AND SIGNAL DESIGN

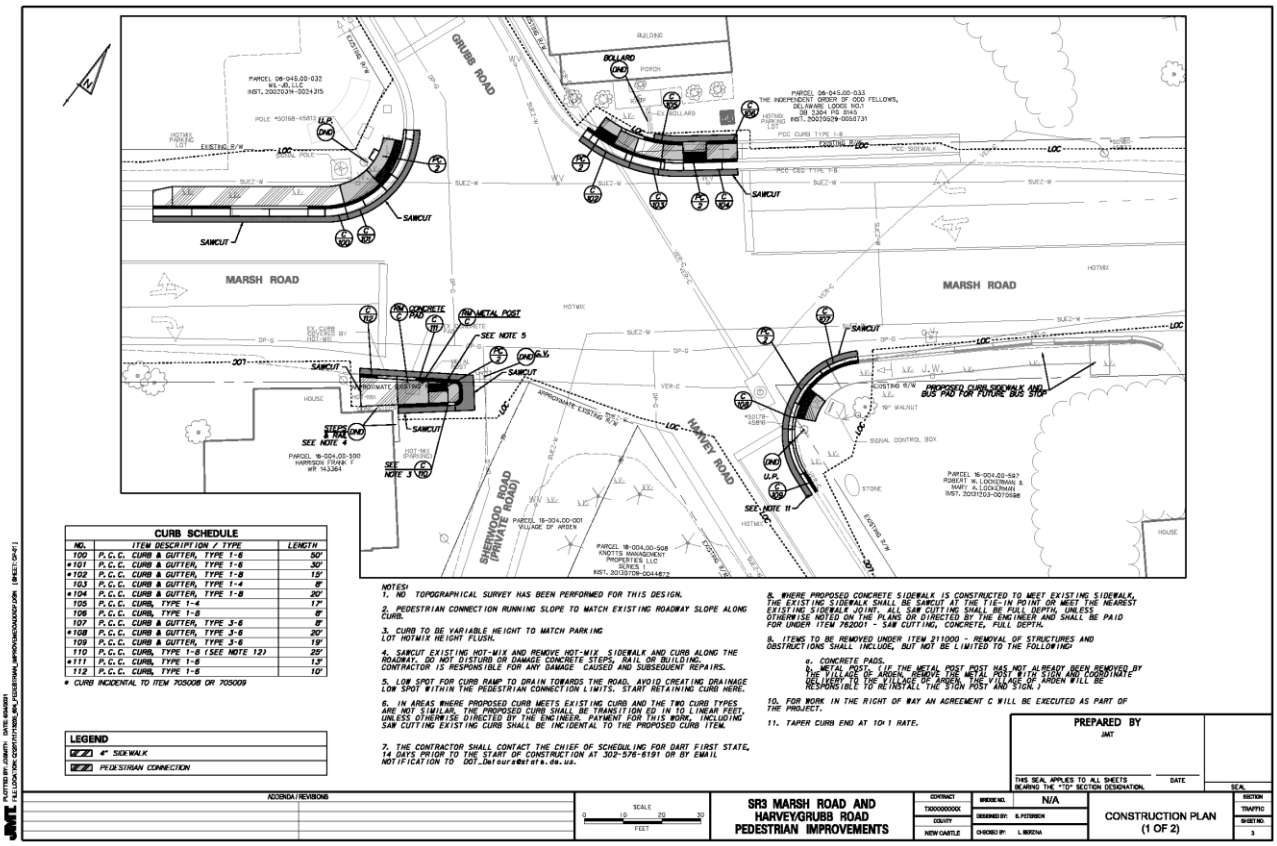
CONTRACT T202104001 | PERMIT NO. N143 | COUNTY NEW CASTLE | DESIGNED BY: K. REDWILL SMITH | CHECKED BY: M. WAHED

SIGNAL PLAN MARSH RD AND HARVEY RD/GRUBB RD

SECTION TRAFFIC | SHEET NO. 1

PLOTTED BY: JSSMITH DATED 6/24/2021
FILE LOCATION: S:\2017\172335_BSA_PEDESTRIAN_IMPROVEMENT\CADD\SIG_REVISION E SHEET1 Print Sheet 1


DETAIL 1 - WESTERN CORNER
SCALE: 1"=10'
DETAIL 2 - NORTHERN CORNER
SCALE: 1"=10'
DETAIL 3 - EASTERN CORNER
SCALE: 1"=10'
DETAIL 4 - SOUTHERN CORNER
SCALE: 1"=10'
SIGNAL PHASING
SIGNAL HEAD DIAGRAM
LEGEND
GENERAL SIGNAL NOTES
PREPARED BY
CONCURRENCE FOR INSTALLATION
N.T.S.
PEDESTRIAN IMPROVEMENTS AND SIGNAL DESIGN
N143
SIGNAL PLAN
MARSH RD AND HARVEY RD/GRUBB RD
TRAFFIC



CURB SCHEDULE		
NO.	ITEM DESCRIPTION / TYPE	LENGTH
100	P.C.C. CURB & GUTTER, TYPE 1-6	50'
*101	P.C.C. CURB & GUTTER, TYPE 1-6	30'
*102	P.C.C. CURB & GUTTER, TYPE 1-8	15'
103	P.C.C. CURB & GUTTER, TYPE 1-4	8'
*104	P.C.C. CURB & GUTTER, TYPE 1-8	20'
105	P.C.C. CURB, TYPE 1-4	17'
106	P.C.C. CURB, TYPE 1-8	8'
107	P.C.C. CURB & GUTTER, TYPE 3-6	8'
*108	P.C.C. CURB & GUTTER, TYPE 3-6	20'
109	P.C.C. CURB & GUTTER, TYPE 3-6	19'
110	P.C.C. CURB, TYPE 1-8 (SEE NOTE 12)	25'
*111	P.C.C. CURB, TYPE 1-6	13'
112	P.C.C. CURB, TYPE 1-6	10'

* CURB INCIDENTAL TO ITEM 705008 OR 705009

LEGEND
4" SIDEWALK
PEDESTRIAN CONNECTION

NOTES:

1. NO TOPOGRAPHICAL SURVEY HAS BEEN PERFORMED FOR THIS DESIGN.
2. PEDESTRIAN CONNECTION RUNNING SLOPE TO MATCH EXISTING ROADWAY SLOPE ALONG CURB.
3. CURB TO BE VARIABLE HEIGHT TO MATCH PARKING LOT HOTMIX HEIGHT FLUSH.
4. SAWCUT EXISTING HOT-MIX AND REMOVE HOT-MIX SIDEWALK AND CURB ALONG THE ROADWAY. DO NOT DISTURB OR DAMAGE CONCRETE STEPS, RAIL OR BUILDING. CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED AND SUBSEQUENT REPAIRS.
5. LOW SPOT FOR CURB RAMP TO DRAIN TOWARDS THE ROAD. AVOID CREATING DRAINAGE LOW SPOT WITHIN THE PEDESTRIAN CONNECTION LIMITS. START RETAINING CURB HERE.
6. IN AREAS WHERE PROPOSED CURB MEETS EXISTING CURB AND THE TWO CURB TYPES ARE NOT SIMILAR, THE PROPOSED CURB SHALL BE TRANSITION ED IN TO LINEAR FEET, UNLESS OTHERWISE DIRECTED BY THE ENGINEER. PAYMENT FOR THIS WORK, INCLUDING SAW CUTTING EXISTING CURB SHALL BE INCIDENTAL TO THE PROPOSED CURB ITEM.
7. THE CONTRACTOR SHALL CONTACT THE CHIEF OF SCHEDULING FOR DART FIRST STATE, 14 DAYS PRIOR TO THE START OF CONSTRUCTION AT 302-576-6191 OR BY EMAIL NOTIFICATION TO DOT_Detours@dtcts.de.us.
8. WHERE PROPOSED CONCRETE SIDEWALK IS CONSTRUCTED TO MEET EXISTING SIDEWALK, THE EXISTING SIDEWALK SHALL BE SAWCUT AT THE TIE-IN POINT OR MEET THE NEAREST EXISTING SIDEWALK JOINT. ALL SAW CUTTING SHALL BE FULL DEPTH, UNLESS OTHERWISE NOTED ON THE PLANS OR DIRECTED BY THE ENGINEER AND SHALL BE PAID FOR UNDER ITEM 782001 - SAW CUTTING, CONCRETE, FULL DEPTH.
9. ITEMS TO BE REMOVED UNDER ITEM 211000 - REMOVAL OF STRUCTURES AND OBSTRUCTIONS SHALL INCLUDE, BUT NOT BE LIMITED TO THE FOLLOWING:
   a. CONCRETE PADS.
   b. METAL POSTS. (IF THE METAL POST POST HAS NOT ALREADY BEEN REMOVED BY THE VILLAGE OF ARDEN, REMOVE THE METAL POST WITH SIGN AND COORDINATE WITH THE VILLAGE OF ARDEN. THE VILLAGE OF ARDEN WILL BE RESPONSIBLE TO REINSTALL THE SIGN POST AND SIGN.)
10. FOR WORK IN THE RIGHT OF WAY AN AGREEMENT C WILL BE EXECUTED AS PART OF THE PROJECT.
11. TAPER CURB END AT 10:1 RATE.

PREPARED BY
JMT

THIS SEAL APPLIES TO ALL SHEETS BEARING THE "TD" SECTION DESIGNATION. DATE SEAL

ADDENDA / REVISIONS

SCALE 0 10 20 30 FEET

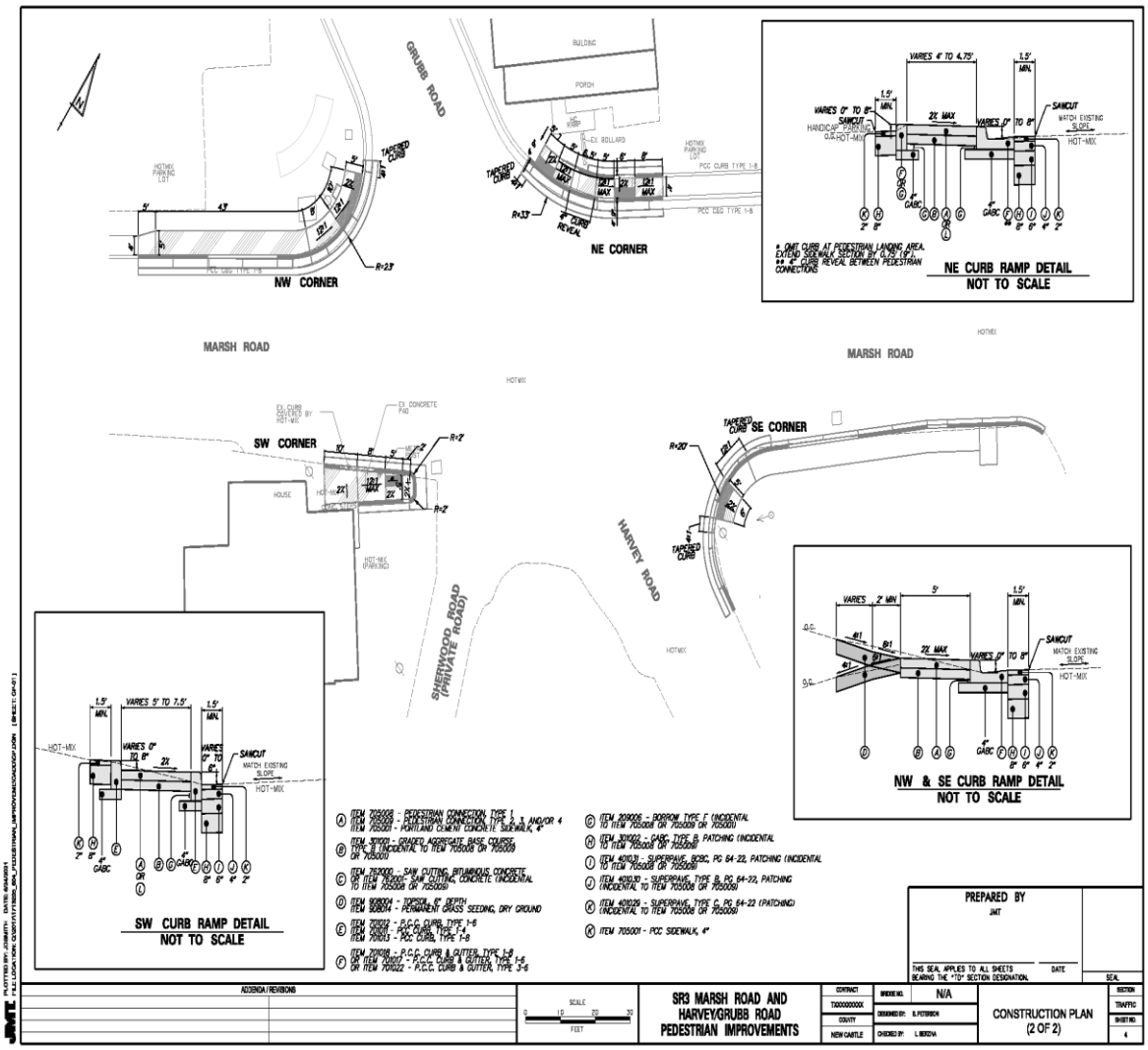
SR3 MARSH ROAD AND HARVEY/GRUBB ROAD PEDESTRIAN IMPROVEMENTS

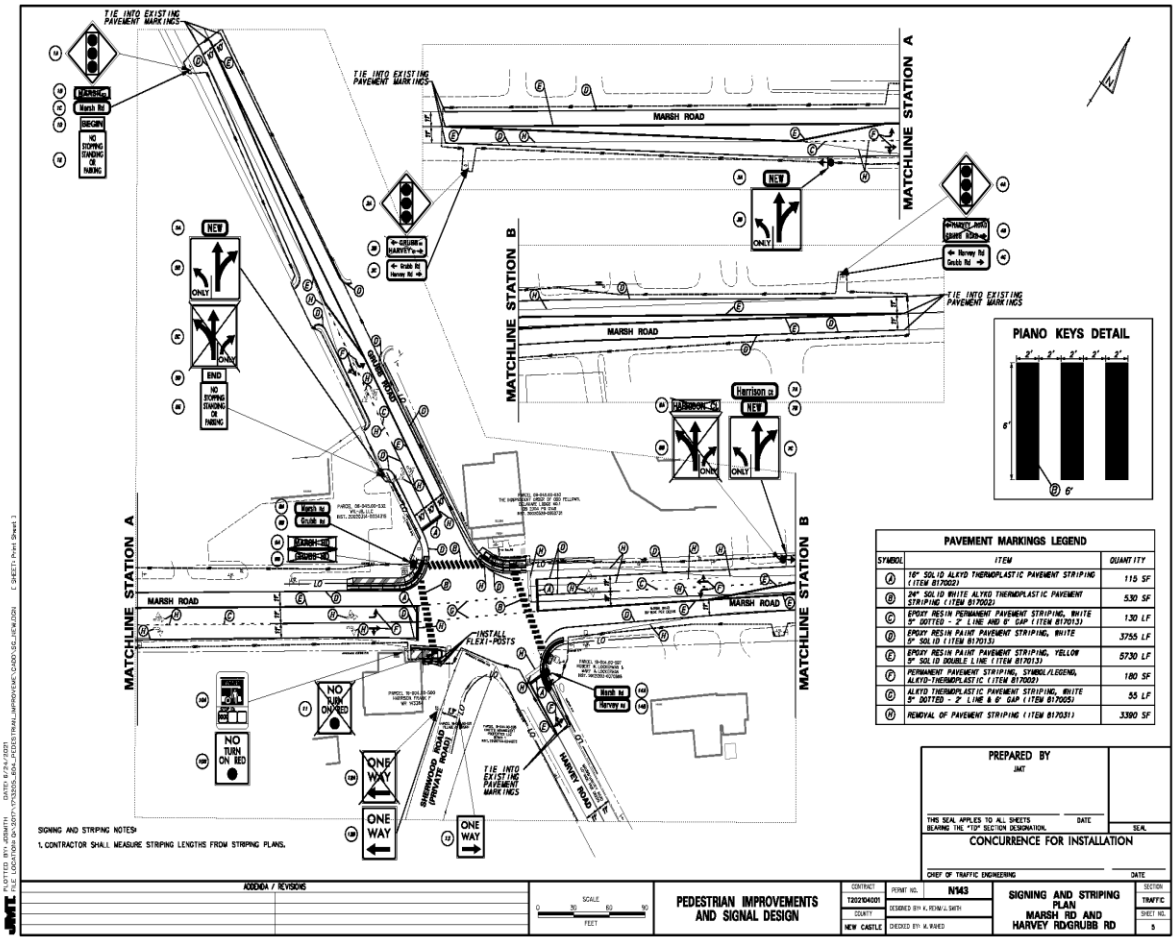
CONTRACT TX00000000X
COUNTY NEW CASTLE
BRIDGE NO. N/A
DESIGNED BY: S. PETERSON
CHECKED BY: L. MORENA

CONSTRUCTION PLAN (1 OF 2)

SECTION
TRAFFIC
SHEET NO. 3

PLOTTED BY: JSMITH DATE: 6/4/2021
FILE LOCATION: C:\DOT\TMT\R25_BKJ_PEDESTRIAN_IMPROVEMENTS\ROADWAY\DGN [SHEET: CP-01]


GRUBB ROAD
NW CORNER
NE CORNER
MARSH ROAD
MARSH ROAD
SW CORNER
SE CORNER
HARVEY ROAD
SHERWOOD ROAD (PRIVATE ROAD)
NE CURB RAMP DETAIL
NOT TO SCALE
NW & SE CURB RAMP DETAIL
NOT TO SCALE
SW CURB RAMP DETAIL
NOT TO SCALE
PREPARED BY
JMT
SR3 MARSH ROAD AND HARVEY/GRUBB ROAD PEDESTRIAN IMPROVEMENTS
CONSTRUCTION PLAN (2 OF 2)
N/A


MARSH ROAD
MATCHLINE STATION A
MATCHLINE STATION B
TIE INTO EXISTING PAVEMENT MARKINGS
PIANO KEYS DETAIL
PAVEMENT MARKINGS LEGEND
SYMBOL
ITEM
QUANTITY
A 16" SOLID ALKYD THERMOPLASTIC PAVEMENT STRIPING (ITEM 817002) 115 SF
B 24" SOLID WHITE ALKYD THERMOPLASTIC PAVEMENT STRIPING (ITEM 817002) 530 SF
C EPOXY RESIN PERMANENT PAVEMENT STRIPING, WHITE 5" DOTTED - 2' LINE AND 6' GAP (ITEM 817013) 130 LF
D EPOXY RESIN PAINT PAVEMENT STRIPING, WHITE 5" SOLID (ITEM 817013) 3755 LF
E EPOXY RESIN PAINT PAVEMENT STRIPING, YELLOW 5" SOLID DOUBLE LINE (ITEM 817013) 5730 LF
F PERMANENT PAVEMENT STRIPING, SYMBOL/LEGEND, ALKYD-THERMOPLASTIC (ITEM 817002) 180 SF
G ALKYD THERMOPLASTIC PAVEMENT STRIPING, WHITE 5" DOTTED - 2' LINE & 6' GAP (ITEM 817005) 55 LF
H REMOVAL OF PAVEMENT STRIPING (ITEM 817031) 3390 SF
SIGNING AND STRIPING NOTES:
1. CONTRACTOR SHALL MEASURE STRIPING LENGTHS FROM STRIPING PLANS.
PREPARED BY
CONCURRENCE FOR INSTALLATION
PEDESTRIAN IMPROVEMENTS AND SIGNAL DESIGN
SIGNING AND STRIPING PLAN MARSH RD AND HARVEY RD/GRUBB RD
N143
NEW CASTLE

PERMANENT SIGN SCHEDULE

SHEET NO.	PLAN IDENTIFIER	SIGN DESIGNATION	QTY.	DESCRIPTION	SIGN WIDTH (IN)	SIGN HEIGHT (IN)	SIGN AREA (SF)	ITEM 619019 INSTALLATION OR REMOVAL OF TRAFFIC SIGN(S) ON SINGLE POST (EACH)			ITEM 619019 INSTALLATION OR REMOVAL OF TRAFFIC SIGN(S) ON MULTIPLE SIGN POSTS (SF)			POST INSTALLATION TYPE	Code X11 12' Post (W/ Breakpoint) (EACH)	Code X11A 15' Post (W/ Breakpoint) (EACH)	ITEM 619016 4" HOLE, 8-6" (EACH)	ITEM 619017 4" HOLE, >8" (EACH)	REMARKS
								SIGN DISPOSITION	REMOVE	INSTALL	SIGN DISPOSITION	REMOVE	INSTALL						
	1A	W3-3(36)	1	SIGNAL AHEAD (Symbol) - 36x36	36	36		REMAIN											
	1B	W16-8P	1	ADVANCE STREET NAME (1 - line plaque)	24	9		REMOVE	1										"MARSH Rd"
	1C	W16-8P	1	ADVANCE STREET NAME (1 - line plaque)	30	9	1.9	NEW		1									"Marsh Rd"
	1D	R7-202aP-DE	1	BEGIN (plaque - red)	12	6		RPMAIN											
	1E	R7-4-DE(12)	1	NO STOPPING, STANDING, OR PARKING - 12x18	12	18		REMAIN											
	2A	W3-3(36)	1	SIGNAL AHEAD (Symbol) - 36x36	36	36		RPMAIN											
	2B	W16-8aP	1	ADVANCE STREET NAME (2 - line plaque)	30	12		REMOVE	1										LEFT ARROW "GRUBB Rd", "HARVEY Rd" RIGHT ARROW
	2C	W16-8aP	1	ADVANCE STREET NAME (2 - line plaque)	42	18	5.3	NEW		1									LEFT ARROW "Grubb Rd", "Harvey Rd" RIGHT ARROW
	3A	W16-15P	1	NEW (plaque)	24	12	2.0	NEW		1				SOIL	1				
	3B	R3-8(30)	1	ADVANCE INTERSECTION LANE CONTROL (Left, Left - Ahead) - 30"x30	30	30	6.3	NEW		1									LEFT, AHEAD - RIGHT
	4A	W3-3(36)	1	SIGNAL AHEAD (Symbol) - 36x36	36	36		REMAIN											
	4B	W16-8aP	1	ADVANCE STREET NAME (2 - line plaque)	36	12		REMOVE	1										LEFT ARROW "HARVEY ROAD", "GRUBB ROAD" RIGHT ARROW
	4C	W16-8aP	1	ADVANCE STREET NAME (2 - line plaque)	42	18	5.3	NEW		1									LEFT ARROW "Harvey Rd", "Grubb Rd" RIGHT ARROW
	5A	W16-15P	1	NEW (plaque)	24	12	2.0	NEW		1									
	5B	R3-8(30)	1	ADVANCE INTERSECTION LANE CONTROL (Left, Left - Ahead) - 30"x3	30	30	6.3	NEW		1									LEFT, AHEAD - RIGHT
	5C	R3-8(30)	1	ADVANCE INTERSECTION LANE CONTROL (Left, Left - Ahead) - 30"x3	30	30		REMOVE	1										
	5D	R7-202aP-DE1	1	END (plaque - red)	12	6		REMAIN											
	5E	R7-4-DE(12)	1	NO STOPPING, STANDING, OR PARKING - 12x18	12	18		REMAIN											LEFT - AHEAD, RIGHT
	6A	D3-1(9)	1	STREET NAME (1 Line)	30	9		REMOVE	1										"HARRISON Ct."
	6B	R3-8(30)	1	ADVANCE INTERSECTION LANE CONTROL (Left, Left - Ahead) - 30"x3	30	30		REMOVE	1										LEFT - AHEAD, RIGHT
	7A	D3-1(9)	1	STREET NAME (1 Line)	36	9	2.3	NEW		1									"Harrison Ct"
	7B	W16-15P	1	NEW (plaque)	24	12	2.0	NEW		1				SOIL	1				
	7C	R3-8(30)	1	ADVANCE INTERSECTION LANE CONTROL (Left, Left - Ahead) - 30"x3	30	30	6.3	NEW		1									LEFT - AHEAD - RIGHT
	8A	D3-1(9)	1	STREET NAME (1 Line)	30	9	1.9	NEW		1				SOIL	1				"Marsh Rd"
	8B	D3-1(9)	1	STREET NAME (1 Line)	30	9	1.9	NEW		1									"Grubb Rd"
	9A	D3-1(9)	1	STREET NAME (1 Line)	30	9		REMOVE	1										"MARSH RD"
	9B	D3-1(9)	1	STREET NAME (1 Line)	30	9		REMOVE	1										"GRUBB RD"
	10A	D4-3-DE	1	BUS STOP (DARK)	12	18		REMAIN											
	10B	R10-11(24)	1	NO TURN ON RED (Bell) - 24x30	24	30		REMAIN											
	11	R10-11(24)	1	NO TURN ON RED (Bell) - 24x30	24	30		REMOVE	1										
	12A	R6-2 L(18)	1	ONE WAY (LEFT ARROW) - 18x24	18	24		REMOVE	1										
	12B	R6-2 L(18)	1	ONE WAY (LEFT ARROW) - 18x24	18	24	3.0	NEW		1									
	13		1	ONE WAY (RIGHT ARROW) - 12X18	12	18		REMAIN											
	14A	D3-1(9)	1	STREET NAME (1 Line)	30	9	1.9	NEW		1				SOIL	1				"Marsh Rd"
	14B	D3-1(9)	1	STREET NAME (1 Line)	30	9	1.9	NEW		1									"Harvey Rd"
PAGE TOTALS							50		12	15		0	0		4	0	0	0	

PLOTTED BY: JSMITH DATE: 6/24/2021
FILE LOCATION: G:\2017\T202004_ESA_PEDESTRIAN_IMPROVEMENTS\CADD\SE_NEW.DGN [SHEET: Print Sheet]

JMT

ADDENDA / REVISIONS	

NOT TO SCALE

PEDESTRIAN IMPROVEMENTS AND SIGNAL DESIGN

CONTRACT T202104001
COUNTY NEW CASTLE
PERMIT NO. N143
DESIGNED BY: K. PERNA/ J. SMITH
CHECKED BY: K. WAHED

SIGNING AND STRIPING PLAN
MARSH RD AND HARVEY RD/GRUBB RD

SECTION TRAFFIC
SHEET NO. 8