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# VILLAGE OF ARDEN TOWN ASSEMBLY SEPTEMBER 27, 2021

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**Zoom Town Meeting Minutes**



JANUARY 24, 2022

Next Town Assembly for the Village of Arden 7:30 p.m. Gild Hall (or Zoom TBA)  
2119 The Highway, Arden, Delaware

## MOTIONS/RESOLUTIONS PRESENTED

### 11.0 Trash Collection Contract

**Civic Committee Chairman**– Steve Benigni

#### **Motion**

Jeff - Move to vote on either option A (Waste Management with the existing services) or Option B (TrashTech Bi-weekly service) and the vote will be the one requesting the Chair sign the contract with.

#### **Vote: Raise of hands**

Option A (WM weekly service) 14

Option B (TT Bi weekly) 52

**Motion Passed** for Chairman, Jeffrey Politis will sign a new contract Option B- Trash Tech tomorrow.

### 12. 3 Budget – Deborah Ricard

Warren Rosenkranz –**Motion** Add a line item to the Non-Discretionary Projected Expenses for ARPA in the amount of \$219,926 including a note to describe source of funds, and the mechanism to spend it. (The wording of the note will be written outside of this meeting.) **Motion Passed**

**Vote:** hand vote

Ayes majority

Nays 3

Abstentions 0

### 12.3 Budget - Deborah Richard

Carol DiGiovanni makes **motion** to remove the playground \$10,000 line item from the budget referendum. **No second, so motion fails.**

### **12.3 Budget – Deborah Ricard**

**Motion** Jeff Politis, Village Chairman, presented a motion that this is the Budget Ballot that will go out for referendum with the APAR amendment. (Trash Tech)

**Unanimous consent. Budget Ballot Approved**

### **11.6 Community Planning – Jennifer Borders**

**Motion:** I move that a new Governance Task Force be formed in accordance with the “Governance Task Force” document Amended Motion #1 and Motion #2 (detail below) as presented at Town Assembly. Raised Hand Vote: **Motion Passed**

Jeff Steen **Amend Motion #1 to redact line** From Governance Taskforce Formation

Purpose 2. Sentence 2 reads “Arden is confronted like every other local government with the effects of climate change, global pandemic, social and political polarization, the need for social justice for all, and the need for public trust in our government as well as democracy itself.”

**Amendment#1 Passes**

Hand Vote

Yes 29

No 7

Rest was Abstentions

Brooke Bovard **Amendment Motion #2** to edit and reinterpret sentence 3 from Governance Task Force Formation General

“There has not been a comprehensive review of how those new documents fit into the existing governing documents and inconsistencies have arisen”

Edit and reinterpret inconsistencies not “these” inconsistencies can create noncompliance and capitalizing the “I”. **Hand Vote Amendment #2 Passes**

### **12.10 Safety – Brooke Bovard**

**Motion:** that the Village of Arden Town Assembly vote to adopt the 2020 Hazardous Mitigation plan, as adopted by New Castle County. **HMP Motion Approved.**

**Unanimous consent.**

### **14.0 New Business**

Jennifer Boarders presented the following **MOTION**

I move that individuals ages 2 and up are required to wear a face covering while visiting any indoor business or space open to the public in the Village of Arden. This includes but is not limited to the Buzz Ware Village Center, the Arden Gild Hall, the Oddporium, and the Arden Craft Shop Museum.

There are three exceptions:

1. A child under 2 years of age
2. A person who is presenting in front of an audience and is properly distanced from that audience.
3. A person with a disability who cannot wear a mask, or cannot safely wear a mask, for reasons related to the disability.
4. If a person is giving a speech, no mask is required during the speech.

This mandate can be rescinded by a vote at a future Town Assembly meeting.”

**Amend** motion: Exception: If you are giving a speech no mask requirement.

**Amended motion** to mask mandate **Passes.**

**Motion was tabled (no quorum)**

### Attendance

Skip	Bailey	1	Mike	Moran	38
Beverly	Barnett	2	Donna	Moran	39
Steve	Benigni	3	Lisa	Mullinax	40
Walter	Borders	4	Vered	Nohi NV	41
Brooke	Bovard	5	Betty	O'Regan	42
Eric	Braunstein	6	Denis	O'Regan	43
Alan	Burslem	7	Cookie	Ohlson	44
Maria	Burslem	8	Ruth	Panella	45
Marianne	Cinaglia	9	Roberta	Perkins	46
David D	Claney	10	Shana	Pinter	47
Beverly	Clendening	11	Jeffrey	Politis	48
Peter	Compo	12	Pam	Politis	49
Jeanne	Corman	13	Gary E	Quinton	50
Mike	Curtis	14	Eric	Reed NV	51
Alton	Dahl	15	Deborah M	Ricard	52
Keri	del Tufo	16	Clay	Ridings	53
Joe	del Tufo	17	Toby	Ridings	54
Carol	DiGiovanni	18	Laura	Rowell NV	55
Ellen	Dolmetsch	19	Ed	Rohrbach	56
Dorinda	Dove	20	Iris	Roseman	57
Joseph	Dugan	21	Warren	Rosenkranz	58
Bob	Erenburg	22	John	Scheflen	59
Kyle	Evans Gay NV	23	Marcia	Scheflen	60
Carl	Falco	24	Danny	Schweers	61
David	Gerbec	25	Vicki	Scott	62
Simon	Hamermesh	26	Ray	Seigfried	63
Ellie	Hansen	27	Sadie	Somerville	64
Stephen	Harcourt	28	Jeffrey	Steen	65
Barbara	Henry	29	Susan	Stith	66
Elaine	Hickey	30	Bob	Stith	67
Brian	Killian	31	Steve	Tanzer	68
Lynda	Kolski	32	Katherine	Threefoot	69
Larry	Lambert NV	33	Elizabeth	Varley	70
Carol	Larson	34	Cecilia	Vore	71
Barbara	Macklem	35	Larry	Walker	72
Ron	Meick	36	Tom	Wheeler	73
David	Michelson	37	Laura	Wolf	74

**1.0 Call to Order** – Chairman Jeffrey Politis called meeting to order at 7:35 p.m.

**2.0 Approval of Minutes** - June 2021 Town Assembly Minutes approved as written by unanimous consent.

**3.0 New Residents** – Eric Reed, Welcome!

#### **4.0 Recognition of Departed**

- Linda Eaton - Memories of Linda's early life from her brother Craig:  
Linda was born in Chicago in 1953 and soon after moved to Weaton IL where I was born in 1955. We lived there until the summer of 1960, when we moved to Schenectady NY. What I remember most about Linda after 1960 in Schenectady is that this is when she started reading voraciously and acquired her love of music. After being told to go to sleep she would bring a flashlight and read under the covers. In the early sixties is when the Beatles arrived in NY. Our father purchased the “Meet The Beatles” album and Linda played it over and over learning all the words. This and my father’s love of music stayed with Linda throughout her life.

In 1965 we moved to Sudbury, MA. Linda met many friends there and had kept in touch with many. She continued her love of music by joining the high school choir and performing in a local version of the rock opera “Tommy” by the Who. After graduating from high school, Linda went to Vassar for one year. The summer after her first year at Vassar she traveled to Europe with a friend and ended up staying in the UK for 20 years. There she finished her education and I believe the details of her education there was in the Winterthur article about her. I believe her time living and working in Edinburgh at the

National Museum of Scotland was her favorite time there. In 1990 she arrived in DE to work at Winterthur and the rest you know.

- The Rev. Canon James D. Von Dreele died in Seasons Hospice at Wilmington Hospital in Wilmington, DE on July 23, 2021 after a long illness. He was 74 years old. Jim was born in Minneapolis, MN, the youngest of four boys. When he was young, the family moved to Arden, DE, where he grew up. He attended the two-room Arden school, and graduated from Brandywine High School where he was a member of the swim team. He graduated from Drew University in 1968, where he majored in religion. During this time, he was active in Civil Rights issues and traveled to the South to participate in student demonstrations. Jim attended Yale Divinity School and was ordained to the Episcopal priesthood in 1971. He lived a life of ministering to those less fortunate.
- Ellen Dolmetsch read in the newspaper that Janet William's father passed. Bill Williams was 95 years old.

A moment of silence.

## 5.0 Visitors

- Senator Kyle Evans Gay, (D) Delaware State Senate represents the 5<sup>th</sup> Senate District.

Senator congratulates the community for all the events that have been offered in a Covid hybrid, in-person environment. A testament to a strong community.

Redistricting

This is a 10-year cycle. Because of the delays of the census, the districts are

going to be finalized in November. Tomorrow Zoom meeting is open to the public to observe the lawmakers explain the process and providing any public comment/questions. She is aware that Arden should not be split by district and she has stressed this to those who draw the line and will look out for this. After reviewing the maps, if there are any issues, feel free to call her or Larry.

### Coffee

She thanked all for stopping by for the community coffee klatch, which was in-person. Next one will be October 6 via Zoom.

### FOIA

New FOIA bill meeting is up and running. If there are any issues with subcommittees, or any concerns to make sure people can access these meetings, or that they comply with the new law, she encourages reaching out to her.

Brooke thanked her for her assistance in trash collection issues in getting the word out.

- Larry Lambert State Representative of 7<sup>th</sup> District.

### HCR 40 -Justice Forty Oversight Committee

A committee was formed to study, make findings and recommendations regarding environmental justice in the state. At least 40% of the Federal Funds are to go to disadvantaged communities.

Peace Week Event - Community art making for justice and peace Wednesday, October 6, at the BWVC.



Uptick in car break ins, in which 9 out of 10 cars were not locked. He encourages all to lock up. Motor bikes noise issues call 302 408 0901.

Ellen Dolmetsch - What constitutes an illegal vehicle? OHV is an off-highway vehicle and ATV all-terrain vehicle. State of Delaware is illegal to have on our roads unless legal tags, specific lights front/back with turn signals and review lights. Also, fireworks are legal only during the designated holiday.

Community BBQ at Wood Heavens Park, off of Darley Rd.

Brooke mentioned volunteer opportunity for Overlook Colony, on October 2, From 10 to noon. Clean up group needed.

## **6.0 Town Chair's Communication Report - Chair Jeffrey Politis**

Since the last town meeting....

1. Welcome to Town Meeting.
2. 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. As you know, I have been working with our attorney to draft a trust agreement per our settlement from the January 2019 town meeting. We have completed a draft agreement. It will be posted soon on the Village website, and I will work with Advisory or other committees to create a series of open review meetings, with the Village attorney, to discuss the specific decisions within the draft, the implications of the trust, and the process forward. After a thorough review, vetting and potential modification, a motion will be presented at a future town meeting to approve the draft for referendum vote. If the draft is approved,

then the Village will decide through referendum vote whether to proceed with transferring the Schroeder Funds into the Trust.

3. Per the approval from the last Town Meeting, I have signed the easements with Deldot to allow the work upgrading the intersection at Harvey and Marsh. I have not gotten notice about when that work will begin.
4. 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 this evening:

**Finances:** We used to hand out copies of the Trustee Quarterly Financial Report, but that is not possible at a ZOOM Town Assembly meeting, so we have attached that report below to our written report.

New Castle County and School taxes are due September 30. A summary of the 2021 taxes is shown below.

<b>2021</b>	
County taxes	\$116,647.43
School taxes	\$379,051.12
Total County and School	<b>\$495,698.55</b>
Rebates to leaseholders	<b>\$42,734.35</b>
<b>Total paid</b>	<b>\$538,432.90</b>

**Property Tax Rebates:** Property tax reductions to individual leaseholders are determined by programs issued by the State of Delaware or New Castle County (not the Trustees). One program called the **New Castle County Senior Tax Exemption** is a tax exemption for those who are 65 and over before July 1 of the year for which you are applying for exemption, and who fit the financial and residency requirements. This program provides a reduction of the taxable assessed value up to \$32,000. The other program, issued by the State but administered by the County, is called the **State Senior School Property Tax Credit**. That program is based on your turning 65 before July 1 of the year in which you apply, but you also must meet the years of residency requirement. This program provides a 50% credit on the school taxes of the property up to a maximum of \$400. If either of these programs could lower your taxes, we encourage you to apply. If you qualify and receive a tax reduction the Trustees will send you a rebate check for the amount of that tax reduction. This year 73 leaseholders benefited from these programs with rebate checks totaling nearly \$43,000. There is a filing deadline to qualify for the upcoming tax year. Please contact the New Castle County Property Assessment (302) 395-5520 for either application and for any questions that you have. The County is helpful with filling out the forms. The eligible leaseholders for the County programs this year should receive their rebate checks by mid-October. If you do not receive your rebate by then, please contact the Arden Trustees Office (475-7980).

**Supplemental Tax Bills:** New Castle County may generate a Supplemental Tax Bill

after a leasehold transfer and/or after a new construction building permit has been closed due to a reassessment of the property value. If any Village of Arden leaseholder receives this type of invoice from the County, please promptly notify the Trustees of Arden by phoning 302-475-7980 or emailing [trustees.of.arden@gmail.com](mailto:trustees.of.arden@gmail.com). The Trustees have requested several times that the County send these Supplemental Tax Bills to the Trustees and a copy to the leaseholders, as they do with the annual tax bills, but this never happens. Leaseholders should not pay these bills. The Trustees will pay them. However, we cannot pay the bill unless you inform us of it. If the bill does not get paid promptly, the County starts adding on penalties, which can become substantial.

**Tree Removal Policy-**After sending out our letter regarding the tree removal process, we received helpful input regarding our permit. We will be improving the online permit in the future to make it more informative and easier to use online while providing hard copies for those who need them. Our goal is to preserve a healthy safe tree canopy of diverse, mostly native species. Thank you to all leaseholders whose help preserves our trees.

**Trustees' Administrative Assistant-**Julia McNeil, the Arden Trustees' Administrative Assistant for the last twelve years, has decided to retire from this job. We cannot thank Julia enough for all the work she has done to help us keep the Arden Trust functioning smoothly. We will miss her professionalism, her good humor and her friendship and wish her all the best in her new home in Lewes, Delaware. We also want to welcome our new Administrative Assistant, Rachel Kantner. Julia has been helping Rachel as she takes over this important and complex job.

**Lease Transfers-**There have been three lease transfers since the June Meeting: 1907

Millers Road (Broadbent) to Branislav Stanko and Maureen Gordon; 2301 Hillside

Road (Gannon) to Steve and Jennifer Curley; 2005 Millers Road (Robinson) to Laura Rowell.

Respectfully submitted,



Senior Trustee

Trustees Report - Thank you!

### **8.0 Treasurer's Report – Skip Bailey**

Submitted by: Skip Bailey

Hello Fellow Villagers

I respectfully submit this Treasurer's report for entry into the meeting minutes for Town Hall 9/27/2021.

Notes to the Financial Statements –

a. Financial position

Our investment at Fidelity is doing quite well. Pendulum formula seems to be working under current conditions.

b. Financial Activity

Committee spending is in order

c. Statement of Fund Balance

All is in order. Municipal Street Aid (MSA) funds for 2021-2022 have been received.

Skip reviewed Statement of Financial Position, Statement of Financial Activity and Statement of Fund Balance as of August 31, 2021 (copy of Statements in Attachment section following minutes).

Treasurer's Report – Thank you!

**9.0 Advisory Committee Report – Danny Schweers**

Every year at this time, the Advisory Committee is responsible for finding at least 14 eligible residents willing to serve on the next Board of Assessors. I am delighted to say that fourteen eligible residents of the village have agreed to have their names on the Assessor's ballot and will serve if elected. Those residents are, in the order in which they offered to serve — Michael Oates, Vicki Scott, Deborah Ricard, John Sheflen, Brooke Bovard, Laura Wallace, Elizabeth Varley, Al Marks, Tom Wheeler, Denis O'Regan, Sachin Puranik, Kelly Gillen, Bob Erenburg, and Simon Hamermesh. We welcome additional nominees at this time.

Danny Schweers, Chair, Advisory Committee

**Comments/Questions**

Jeff reminds all that this is the last time to be put on the ballot and asks if there are any nominations from the floor. NONE, Assessors' nominations are set.

Advisory Report- Thank you!

**10.0 Board of Assessors - Deborah Ricard**

No Report

Since no Alternative Assessment has been presented this year, the Board of Assessor Report provided in June 2021 is the assessment that will be abided by. This report and its companion leasehold spreadsheet can be referenced on the Assessor page of Arden's official website, [arden.delaware.gov](http://arden.delaware.gov).

Board of Assessors Report – Thank you!

## **11.0 Trash Collection Contract**

**Civic Committee Chairman**– Steve Benigni

Civic Committee “Recommendation for 2021 Trash, Recycling, and Yard Waste Contract” presentation go to [Arden.Delaware.gov](http://Arden.Delaware.gov).

Procedure: At end of discussion the goal is to seek a vote on Option A or Option B (or other options) in order to present a motion to sign a contract with one of the vendors tomorrow.

### **Questions/Comments/Clarification of Trash Contract presentation.**

Toters:

Trash Tech (TT) - They will not provide yard waste toters.

Trash and recycle toters: WM will collect theirs and TT will provide their own.

Volume per pick up yard waste: Indicated they recognize the law of averages. In neither contract is it specified the number of totters they will pick up.

### **Terms of Contract**

Encourage to obtain a performance standard and an out clause with either company.

Another suggestion was to have a complaint management clause process. Jeff clarifies that the voting on contract tonight is without these clauses due to time constraints.

The existing contract ended on August 31, and the town is now on a temporary contract until September 30. Whatever contract is signed, the officers will try to incorporate these suggestions but the vote today is without those clauses.

This contract is dependent on all three towns approving the contract. Both villages voted with flexibility and voted a “preference”. In Ardentown, the preference was to

vote for WM and keep all services the same, which is Option A. Ardencroft voted for TT. Both recognized that Arden is the decider because it is the largest of the three.

### Negotiations

WM provided their bid after TT submitted theirs. WM is aware of competing bid because it is posted on Village website. Jeff did indicate that the other company (TT) quote was significantly lower. WM stood behind their quote because they felt they were offering their best service.

### Costs

#### Landfill Cost

Landfill cost - WM included landfill costs in their 5% cap, whereas TT has not. Ray Seigfried strongly cautions that he believes that landfill costs will be rising in the next few years.

#### Wages, benefits and safety

Concern about cost being lower because of lower wages. Jeff read an email from Steve Saddler from TT forward from our sales rep in response to Jeff asking about salary, benefits and safety policy. In essence, employees are offered competitive salaries, hourly rates. They provided a list of extensive medical benefits, long & short-term disability, free life insurance with options to purchase additional insurance to fit family needs, safety meeting monthly with regular mentoring from management. Most managers from TT are 30-year veterans in the trash business.

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#### Customer Service

Outlet to contact WM is through their 800# and identifying themselves as the Village of Arden Resident with the account#. It's been problematic over the years in spite of



many conversations with them. TT will have on file address of each resident. The way it will work is when residents call TT, they will provide their address. They should have you on record as being a receiver of services.

Brooke had experience with TT service and highly recommended them for their politeness, eager to please attitude, honest, efficient, easy to work with, “above average in HAPPY”. She believes they are hungry to expand their business and that is why the rates are lower.

Lynda Kolski also had worked with TT and she also recommends them because they were great to work with, when out of town, it is easy to put service on hold, pleasant, helpful and took everything from cleaning out her father’s house. She likes giving business to a small company instead of a big corporation.

Suggest a point person. Civic Committee has agreed to take that role on.

#### Transition

If we decide to go with a new company, there will be a transition and it could be a little confusing. The switching of totters will need to be thought out well so all have a totter to put their trash in.

**Procedural Next Step:** Consider Civic Committee’s recommendation of Option A or Option B with unanimous consent unless there is an objection. If A & B are the two choices, Chair will present a motion to vote on either option A (WM with the existing services) or option B (TT with lower costs and decreased services). That vote will actually go towards deciding on the contract.

**Ask to Vote on Option A or Option B.** There were no objections to voting on these

two options only.

### **Motion**

Jeff - Move to vote on either option A (WM with the existing services) or Option B (TT Bi-weekly service) and the vote will be the one requesting the Chair to sign the contract with.

### **Open floor to speak to Option A or Option B**

#### **Vote: Raise of hands**

Option A (WM weekly service) 14

Option B (TT Bi- weekly) 52

**Motion passed** for Chairman Jeffrey Politis to sign a new contract with Trash Tech tomorrow.

He will communicate as soon as possible what the transition looks like. Jeff asks all to please be patient during this switching out of trash cans.

A special thanks by all to Civic Committee for the great informative presentation.

## **12.00 Committee Reports presented in Alphabetical Order**

### **12.1 Archives – Lisa Mullinax**

As you may know, the Arden Craft Shop Museum is closed for remodeling.

In August, a sprinkler head in the apartment above the Museum malfunctioned, sending water into parts of the Museum. Fortunately, our curator and several volunteers were in the Museum that evening, and acted quickly to move items that were in the path of the water. Thanks to their efforts, and that of other volunteers who arrived quickly to help, the entire collection is undamaged, safe and secure.

We are still waiting for the repairs of the damaged ceiling, light fixtures and carpeting to be completed.

We were planning a new exhibit, "Images of the Ardens 1900-1960" for October. The opening has been postponed and we will announce a new date as soon as possible. While we are not currently able to welcome visitors to the Museum, we are still hard at work.

Over the summer, we hosted almost thirty children from the ACRA co-op. We are assembling additional disaster recovery supplies according to accepted museum guidelines and welcome donations. Please contact Elaine Hickey if you would like to know what we still need.

We have been working with graduate students at Winterthur on Oral Histories, and on walking tours for classes on utopian communities and material culture. We will also be participating in the Arts and Crafts Conference at Rose Valley November 6-7 and giving a "You Are welcome Hither" tour for a registered group from the conference. Barbara Macklem will be speaking on Arden at the conference. More info in the October Arden Page.

We continue to add to our oral history collection, aid researchers, and maintain the [ardencraftshopmuseum.com](http://ardencraftshopmuseum.com) website, where you can access more than 4000 images from our collection.

We hope to announce our reopening soon.

Respectfully submitted,

Lisa Mullinax

Chair

Archives Report – Thank you!!

**12.2 Audit - Cookie Ohlson**

The Audit Committee, Cookie Ohlson, Laura Wallace and Debbie Ricard, met on September 20 to examine the invoices and vouchers for this quarter. All is in order.

Cookie Ohlson, Chair

Audit Report- Thank you!

**12. 3 Budget – Deborah Ricard**

**2022 – 2023 ARDEN BUDGET BALLOT**

for the expenditure of Town funds for the fiscal year beginning March 25, 2022, and ending March 24, 2023

See accompanying notes to Fiscal Year 2022-2023 Arden Budget Ballot on back of this form.

PROJECTED INCOME			PROJECTED EXPENSES		
	Notes		Non-Discretionary Expenses	Notes	
Land Rent	1	\$ 766,000	County Taxes	6a	\$ 120,395
Delaware Municipal Street Aid*	2	\$ 19,446	School Taxes	6b	\$ 446,619
Interest and Other Income	3	\$ 18,100	Trash Service	7	\$ 67,260
Buzz Ware Village Center	4	\$ 30,000	Trust Administration	8	\$ 27,516
American Rescue Act	5	\$ 219,926	Village Non-Discretionary	9	\$ 52,210
			Buzz Ware Operations	10a	\$ 30,000
			Buzz Ware Renovation Fund	10b	\$ 2,000
			Delaware Municipal Street Aid	11	\$ 19,446
			American Rescue Act	12	\$ 219,926
<b>Total Projected Income</b>		<b>\$ 1,053,472</b>	<b>Total Non-Discretionary Expenses</b>		<b>\$ 985,392</b>
<b>Reserve Funds</b>	3	<b>\$ 180,407</b>	<b>Proposed Discretionary Expenses</b>		<b>\$ 108,100</b>
<b>TOTAL Funds Available</b>		<b>\$ 1,233,879</b>	<b>TOTAL Expenses</b>		<b>\$ 1,093,492</b>

**DIRECTIONS FOR VOTING:** Please choose one of the following - either #1 OR #2:

**#1.** Approve or disapprove the entire budget by marking an X in the box next to your choice.

I approve of the entire budget.....

I disapprove of the entire budget.....

**OR**

**#2. Disapprove individual items by marking an X in the accompanying box (☒).**

Any items not marked will be counted as approved.

*If you choose to disapprove individual items below, DO NOT mark either of the items in #1 above.*

			NOTES*		Disapprove NOTES*		Disapprove
Advisory Committee	13	\$ 100	<input type="checkbox"/>	Safety Committee:	23	\$ 3,400	<input type="checkbox"/>
Archives Committee	14	\$ 1,800	<input type="checkbox"/>	Safety: Speed	24	\$ 1,000	<input type="checkbox"/>
Board of Assessors	15	\$ 100	<input type="checkbox"/>	Buzz Ware Support	25	\$ 5,000	<input type="checkbox"/>
Budget Committee	16	\$ 100	<input type="checkbox"/>	Donations – ACRA	26a	\$ 2,000	<input type="checkbox"/>
Civic Committee	17	\$ 58,000	<input type="checkbox"/>	Donations – Arden Page	26b	\$ 500	<input type="checkbox"/>
Community Planning	18	\$ 500	<input type="checkbox"/>	Donations – Arden	26c	\$ 1,200	<input type="checkbox"/>
Forest Committee	19	\$ 8,000	<input type="checkbox"/>	Donations – Fire	26d	\$ 1,600	<input type="checkbox"/>
Playground Committee	20	\$ 4,000	<input type="checkbox"/>	Donations – Arden Club	26e	\$ 500	<input type="checkbox"/>
Playground Capital	21	\$ 10,000	<input type="checkbox"/>	Contingencies*	27	\$ 10,000	<input type="checkbox"/>
Registration Committee	22	\$ 300	<input type="checkbox"/>				

**TOTAL PROPOSED BUDGET EXPENSES: \$ 108,100**

Budget Referendum footnotes end of minutes.

**Comments/Questions Budget Committee**

Not knowing which trash contract would be voted on this evening, Deborah Ricard, Chairman of Budget Committee. provided two drafts of the Arden Budget Ballot: line

item for trash contract cost WM and the other draft for TT. Contingent on vote tonight, to sign a contract which is the ballot that will go out for referendum.

Playground – Suggest to change the wording from equipment that ‘was removed’ to “will be removed”.

Reminder: This is the budget the Budget Committee recommends. It can be changed at this meeting through a motion process.

Warren Rosenkranz – **Motion** Add a line item to the Non-Discretionary Projected Expenses for ARPA in the amount of \$219,926 including a note to describe source of funds, and the mechanism to spend it. (The wording of the note will be written outside of this meeting.) **Motion Passed**

**Vote:** hand vote

**Ayes** majority

**Nays** 3

**Abstentions** 0

### **Further Questions/Comments Budget Committee Report**

Carol DiGiovanni would like the Playground Committee to obtain the shortfall of \$10,000 not from the residents but wants them to find other means.

Carol DiGiovanni makes **motion** to remove the Playground \$10,000 line item from the Budget referendum. **No second, so motion fails.**

Marianne finds budget listing very confusing and moving around line items. She believes the categories need to be standardize. Deborah - They have tried to keep it as much in line as possible taking into account requests for the terminology change,

requests from Committees to make footnotes. Just a few changes and pretty much the same as last year's ballot. Changes are detailed in the Budget Report.

**Motion** Jeff presented a motion that this is the Budget Ballot that will go out for referendum with the APAR amendment.

**Unanimous consent. Budget Ballot approved**

**Budget Report** – September 27, 2021

Thanks are extended to Trustee Carl Falco, Treasurer Skip Bailey and Chair of Town Assembly, Jeff Politis, for sharing current financial information necessary to create the 2022-2023 Budget Ballot. Thanks also go out to David Gerbec, our committee spreadsheet wizard, and Vicki Scott, our committee secretary, as well as committee members Nick Stalloni and Brooke Bovard for their dedication.

All the committees who accepted a 10% or larger cut to their budget allotments last year will be pleased to note that the Prudent Reserve allows full committee funding to be restored for the coming year. Thanks to everyone involved for working together as a fiscally responsible team.

Changes on the Budget Ballot:

- There has been a small terminology change from *budget/non-budget* to *discretionary/non-discretionary* which increases Arden's eligibility for government grants and other outside funding. *Discretionary* items may be voted upon for individual approval or disapproval. *Non-discretionary* items are obligations the village must meet. An explanation of numbered notes for Income, Non-Discretionary and Discretionary Budget items is found on page 2 of this ballot.

- American Rescue Act funds in the amount of \$219,926, listed under Projected Income Note 5, come to Arden from the federal government. According to Arden's Charter, these funds must be included in the budget in order to be spent. Community Planning will coordinate the use of this money in Arden. Watch for more information as there are guidelines to follow for project eligibility and funds that are not spent within an allotted time must be returned.
- This year's newly approved Trash Service contract amount is listed under Projected Expenses Note 7.
- Playground Capital Equipment line item in the amount of \$10,000, listed as Note 20 on the Discretionary portion of the ballot, seeks funding to supplement a \$30,000 grant. Playground plans to use these combined funding sources to replace playground equipment that was removed due to being out of compliance with current safety standards.

Arden's Direct Democracy form of government means your vote is needed for the 2022-2023 Budget Ballot Referendum. Please help Registration by completing your ballot according to instructions and returning it for counting by 6 pm on Tuesday, November 2<sup>nd</sup>.

Respectfully submitted,

Budget Report – Thank you!

#### **12.4 Buzz Ware Village Center** – Betty O'Regan & Mary Stevenson Co-Chair

The BWVC was buzzing with activity over the summer, culminating in the establishment of Wilmington Sudbury School in Room 4 and Peddlers, Potions, and Practitioners at the Arden Fair. It was unusually difficult to pull this off with the constant changes brought on by COVID. Toby Ridings deftly arranged and



rearranged logistics as cancellations and additions continued right up to the final days. The strong team that she assembled offered the support in form of not only their own labor, but by also finding lots of volunteers to take on every aspect of building this popular event. Toby's brainchild was created 16 years ago and she is ready to pass the torch to someone else. Please reach out to Toby or anyone on the committee if this is something that might interest you. You might enlist the help of a co-chair to share the responsibility.

### FINANCIAL UPDATES

**PPP** What has become, by far, the biggest fundraiser of the year did not disappoint in 2021. We had 22 vendors and hosted 1,096 guests, netting \$2445 at the door and \$4485 from the vendors. \$6930 total.

**ARPA (American Rescue Plan Assistance)** is offering money for improvements and repairs that could lessen the impact of the COVID situation. Civic Committee suggested that it might be able to be used to address our plumbing issues. We are interested in approving this.

**Quarterly budget reports** have been requested from the Town Treasurer.

### BUILDING UPDATES

- Recently accomplished
  - Plumbing maintenance and repairs
  - Wifi cables replaced
- Issues being addressed
  - Exterior lighting along the pathway
  - Malfunctioning AC in room 2
  - Ants
  - Chair storage shed
  - Roof repairs

- Stage ceiling repair

## PROGRAM UPDATES

### **Ongoing**

- **Awakened Hearts** is on a modified schedule for the time being, meeting for meditation on Wed. nights and every other Sun. morning for worship and fellowship.
- **WSS** WSS is enjoying their time in Arden and is so thankful for the community. Michelle Classen, president says, “Thanks to everyone who says hi and chats with the students, those who gave us bamboo, and allowed us to plant lettuce.” If someone has an idea or a fun activity to do with the students, just contact Michelle.”
- **Art on the Town**– Next Fri, Oct. 1, *Artful Improv in Quilts* by Mary Coleman, a fiber artist whose work draws on quilting traditions while incorporating found fabrics. Mary creates art quilts with repurposed textiles to be more mindful of sustainability and the tactile memories in the clothing. 5:30-8:30PM. Refreshments-- with [COVID measures in-place]
- **Coffee House** will take place outside the Buzz on Fri, Oct.8, 8-11:00 p.m. Open mic and featured performers, Peter Scobell and Jimmy Baldwin in Oct. and Paco and the drummers in Nov. No food will be shared so feel free to bring your own. Thanks for your donations and support. We need both the spirit of pitching in and the donations to maintain the Buzz.
- **Buzz Ware Bookies** - As of this moment the Bookies are discontinuing Zoom and are meeting in person again with masks. The book for Oct.11<sup>th</sup> is “The Guest List” by Lucy Foley and for Nov. 8<sup>th</sup> is “The Henna Artist” by Alka Joshi. They meet on the second Monday of each month at 7:00 and always welcome Ardenites and friends of the Ardens.

- **Art Studio** Mondays 7:00-9:00. Please consider joining this small but enthusiastic and supportive group as each participant pursues their individual artistic practice and projects. Bring your own supplies and table coverings. Please wear masks and maintain a 6' distance from others.
- **Qigong** (chee-gung) with Dominic Chan, September 30 @ 7:00 pm - 9:30 pm
- **Arden Georgists**– Community Event, October 12 @ 7:30 pm - 9:30 pm

## New

- **Arden Fiber Arts**, Hosted by Denise Nordheimer, Tuesdays, 7- 8:30 pm weekly. Bring your own projects and enjoy the camaraderie!
- **AARA Unity Flags: Inspiring Connection:** Wednesday, October 6<sup>th</sup> – 6 to 8pm – Registration is required.  
Join for a relaxed, family friendly, art activity. We will share ideas on justice and add to our collective banner of flags. The AARA flag project will be displayed at Ardens' events that focus on hope and peace and in our neighboring communities. AARA had a wonderful time introducing this project to children at the ACRA summer program this summer. All art supplies will be provided. A small donation is appreciated to support the Buzz. We plan to host additional flag-making events in the upcoming months. Please [email: gkhl@comcast.net](mailto:gkhl@comcast.net) or call 302.897.4729. Masks are required.
- Coming Soon! **Move and Be Well.** Join Joan Warburton-Phibbs in an introductory free class Thursday October 28<sup>th</sup> at 9am to learn more about the new movement, yoga, and mobility classes designed for overall wellbeing, fitness, balance, and mobility. Classes are designed to be differentiated for a variety of abilities. Joan holds Master of Science and Fine Arts degrees and is a movement specialist, adjunct dance professor, and founder of the Chrysalis Center for Creativity in the Arts with many decades of experience in the

field. Come meet and greet, learn more about the offering and bring any questions.

- **Tai chi** class to be offered at the Buzz starting Monday, October 18, led by Ardentown resident, Jill Emery.

Class will meet on Monday/Wednesday/Saturday from 9-10 am either outside of the Buzz (dress appropriately if chilly) or in rooms 1 and/or 2. It's not necessary to attend all classes; they are not sequential.

The class will start with gentle stretching and qigong exercises, then work on a Yang-style tai chi sequence. No experience necessary, wear comfortable clothes and shoes. No fee, but there will be a donation collection for the Buzz.

Finally, a shout-out to Cecilia Vore, retired facilitator and Barbara McAnany, instructor, for the popular Strength and Mobility class (sometimes called S and M) that is dissolving after 5 ½ active years. This was a truly unique and inspiring program that provided not only a regular, specialized fitness routine for seniors, but also became a social outlet, growing into a caring, supportive, and fun community of friends.

**ALL PROGRAMMING IS SUPPORTED BY YOUR GENEROUS DONATIONS**

Check our web site [ardenbuzz.com](http://ardenbuzz.com) for the latest COVID protocols, program offerings, and for the forms to request use of the building. Special events are usually advertised on the community bulletin boards as well as on the website.

When you see the BWVC committee members, (Mary Young, Toby Ridings, Maria Burslem, Debbi Sheiker), representatives (Shari Phalan and Ken Rosenberg), building manager

(Pam Cohen), and Jeremy Sheiker (staff), please thank them for their exceptionally hard work during the busy summer months.

Respectfully submitted,  
Betty O'Regan, Co-Chair

Buzz Ware Village Center Report – Thank you!

### **Procedural Motion**

Ray Seigfried - Point of Order

Request a **motion** to suspend the rules and move Community Planning's Motion to form a Governance Task Force to be address now in the agenda. **Vote: Raised hands. Motion passed**

### **12.6 Community Planning – Jennifer Borders**

Governance Task Force

In collaboration with the Chair of the Town Assembly, the Community Planning Committee has drafted a proposal to form a new Governance Task Force that will review the Town's policies, ordinances, the Charter and other governing documents for consistency, clarity, as well as recommend updates to the Town Assembly. The Task Force will consist of 5 members recommended by the Advisory Committee and confirmed by the Town Assembly. The Task Force will report directly to the Town Assembly at its quarterly meetings. The timeframe for the Task Force to complete its work will be one year. Attached to this report is the formation document that outlines in more detail the duties of the Governance Task Force. Motion: I move that a new Governance Task Force be formed in accordance with the "Governance Task Force" document herein attached.

## **Governance Task Force**

### **General**

The Village of Arden Town Assembly is creating the Governance Task Force (GTF) to review and suggest changes to the Village of Arden's Governing documents including the Town Charter, ordinances, policies, and motions. The Governance Task Force shall conduct this review with the assistance of the Arden Committees, town residents, the Village attorney, and other parties they deem helpful. The GTF will work with Town committees that enforce ordinances to determine the need for potential updates. The GTF shall meet at least monthly and report their work at the quarterly Town Meetings.

### **Purpose**

1. The Arden Charter and Town Committee structure have remained largely unchanged since their creation during the 1960's and 1970's. Since then, new ordinances and policies have continued to be added, edited and re-interpreted. There has not been a comprehensive review of how those new documents fit into the existing governing documents and inconsistencies have arisen. These inconsistencies can create non-compliance with governing documents, confusion, piece-meal corrections and "work-arounds" to assure compliance.

2. In addition, today we live in an environment much different than just ten years ago. Arden is confronted like every other local government with the effects of climate change, global pandemic, social and political polarization, the need for social justice for all, and the need for public trust in our government as well as democracy itself. Given these challenges, it is time to evaluate our governing process and assure that we are living up to the community goals that we have set for ourselves as well as to evaluate our governing process against others throughout the state.

## **Governance Task Force Formation**

The GTF will be made up of five (5) residents of the Village of Arden, including at least one from the Community Planning Committee, nominated by the Town Chair with consent of the Advisory Committee. The Town Assembly will approve the final members of the Task

Topics for the GTF to consider include but are not limited to:

1. Village boundaries
2. Budget process and timeline
3. Voting

### Output

The Task Force will present its findings within one year of its formation to the Town Assembly.

A second year may be granted by the Town Assembly if needed. At its discretion, the Town

Assembly will enact the recommendations of the Governance Task Force

**Motion:** I move that a new Governance Task Force be formed in accordance with the “Governance Task Force” document Amended Motion #1 and Motion #2 (detail below) as presented at Town Assembly. Raised Hand Vote: **Motion Passed**

Jeff Steen **Amend Motion #1 to redact line** From Governance Taskforce Formation

Purpose 2. Sentence 2 reads “Arden is confronted like every other local government with the effects of climate change, global pandemic, social and political polarization, the need for social justice for all, and the need for public trust in our government as well as democracy itself.”

**Amendment#1 Passes**

Hand Vote

Yes 29

No 7

Abstentions remaining votes

Brooke Bovard Amendment **Motion #2** to edit and reinterpret sentence 3 from Governance Task Force Formation General

“There has not been a comprehensive review of how those new documents fit into the existing governing documents and inconsistencies have arisen”

Edit and reinterpret inconsistencies not “these” inconsistencies can create noncompliance and capitalizing the “I”. **Hand Vote Amendment #2 Passes**

### **12.5 Civic – Steven Benigni**

In addition to working on the trash contract and storm water management report, the Civic Committee has been busy with a variety of other projects.

Thanks to Mark Wood, our new street signs have gone up all over town. We encourage residents to keep foliage trimmed to allow the signs to be seen. We are looking at ways to make our old signs available for sale to members of the community who want a memento or a decoration.

We have received \$18,758 in Municipal Street Aid funding for 2021-2022 from the Delaware Transportation Trust Fund. We combined this with carryover funding from the previous year, and last week we completed our priority paving projects for the current fiscal year. After this winter is over, we will look at how much of our budgeted town funding remains and consider additional paving projects. Thanks to Rick Ferrell



for coordinating this work.

Our new pet waste containers have been constructed and hopefully will soon be placed along the village's greens. Their side openings will make it easier for the trash collection crews to empty into their trucks.

We've had a couple of fences that broke during our recent storms. We replaced the posts and rails, including two of the entrance Stile rails.

We are working with Rob Whitehead, our IT consultant, to develop the town's permit reservation calendar and to fix our online Field Theater reservation form, which had been not functioning correctly.

Carol Larson continues to coordinate projects involving trees and other plantings in our greens and common areas. Our aging trees seem to continuously provide us with a stream of downed limbs and trunks on windy days. As recommended by the stormwater management report, we plan to periodically aerate our greens.

Several residents have asked us to look into solutions to storm water runoff damage occurring on their leaseholds from roads and paths. We will address these individually in conjunction with the final storm water report from Foresite Associates.

The committee is monitoring damage to town paths and streets caused by encroaching bamboo and is working with the leaseholders, who are responsible for following New Castle County bamboo encroachment regulations.

The committee participated in an Ardens community walk-through with Tom Nickel, a

DelDOT ADA Title II Coordinator. The villages will take the information learned under consideration as we continue to assess ADA compliance.

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

Our next Civic Committee meeting will be this Wednesday at 7:30 p.m. at The Buzz.

Respectfully Submitted,

Steve Benigni

Civic Committee Chair

### **Questions/Comments Civic Report**

Carol DiGiovanni referred to the Civic Minute pertaining to Bamboo Encroachment on Town land from an adjacent neighbor “Negotiations are taking place to determine who will pay for damages...” Carol DiGiovanni suggests the Village put into place an Encroachment of Bamboo Policy instead of negotiation with individual leaseholders. She also wanted to know why is the Civic Committee considering paying for any damages to town property with money from land rent? Carol Larson replied that leaseholders Danny Schweers & Barbara Henry agreed to pay for a bamboo barrier around the stand. It is not completely clear that the bamboo caused all of the path damage. Still investigating cost. They are in discussions as to what part of that work would be due to bamboo encroachment and what part is normal wear and tear. At this point it is not that clear cut. Now that there is the storm water plan, they are considering a permeable path which might be a

different cost

Elizabeth Varley noted a missing street sign at Hillside & Orleans. They have the sign but need a post.

Civic Report – Thank you!

## **12.6 Community Planning – Jennifer Borders**

Report to Town Assembly September 27, 2021 Community Planning Committee— Jennifer Borders reporting ARPA The Committee has started considering ideas for use of \$219,925 from the American Rescue Plan Act (ARPA) relief money that is anticipated to be received by the Town in the next 2 years. Half of the money has already been received. The funds will be in the new budget referendum for general approval and will be eligible to start being spent in March 2022, at the beginning of the next fiscal year. A summation of eligible types of projects are attached to this report. Several documents from the Treasury Department that is overseeing this funding have been uploaded to the Community Planning page of the Arden.delaware.gov website so that residents can read in more detail what is and is not eligible for funding. Documents include an FAQ, the “Interim Final Rule” from the Federal Register, and a Fact Sheet. Listed as ineligible is general infrastructure spending outside of water, sewer or broadband unless there has been a demonstrated loss/need due to Covid. Also, ineligible are debt service, legal settlements, and financial reserves. We will gather all ideas from all residents and Town Committees that may be construed to be within the guidelines set by the Treasury Department. To submit an idea please email us at [planning@arden.delaware.gov](mailto:planning@arden.delaware.gov). A process for deciding how to spend the funding has been approved by the Planning Committee and the Committee is seeking affirmation for this process from Town Assembly. The process and timeline are as follows: 1. A brief presentation of eligible spending

categories will be presented to the September Town Assembly. Ideas will be gathered from residents. 2. Proposals will be solicited from each Town Committee via email or phone. 3. An article in the November Page will ask residents to submit ideas to the Planning Committee and notify them of a public meeting on Wednesday, November 17, at 7:00PM to discuss all ideas. A second public meeting will be held on January 19, 2022, at 7:00PM. 4. A list of recommended projects with ballpark cost estimates will be presented to the January Town Assembly for a vote to narrow the list. 5. A final approval vote will be held at the March 2022 Town Meeting; if needed, a referendum will be held. 6. Funding can start to be spent after the March 2022 Town Meeting.

Governance Task Force In collaboration with the Chair of the Town Assembly, the Community Planning Committee has drafted a proposal to form a new Governance Task Force that will review the Town's policies, ordinances, the Charter and other governing documents for consistency, clarity, as well as recommend updates to the Town Assembly. The Task Force will consist of 5 members recommended by the Advisory Committee and confirmed by the Town Assembly. The Task Force will report directly to the Town Assembly at its quarterly meetings. The timeframe for the Task Force to complete its work will be one year. Attached to this report is the formation document that outlines in more detail the duties of the Governance Task Force.

Community Planning – Thank you!

## **12.7 Forest – Carol Larson**

### **Invasive Species:**

- in August and September, we concentrated on stilt grass, especially at the Mill Race location. Please be mindful of this pesky plant creeping over the forest border from leaseholds.

Bamboo has been controlled in most areas – the last large swath at Broadbents was removed when the leasehold transferred.

- Deer Control – This year we researched alternatives for deer control by attending seminars with the Penn State Extension. We will be creating fishing line barriers to confuse deer and keep them out of areas with plants we value. We will continue to evaluate deer paths throughout the woods. The goal is to determine how detrimental the deer population is to regeneration of saplings and shrub layer. If the woods can't regenerate as trees age, we will need to consider all measures including controlled hunts.

We have not used our contract time with RedTail Management. We are reevaluating our using them

### **Boundary Report**

Board of Adjustment met September 9 regarding a home on Durboraw Road to the south of the Avery property border. A number of Ardenites attended via Zoom with Ted Rosenthal to object to a building extension past the 30-foot setback to within 10 feet of large mature trees. We were disappointed that the Board did not respect our objections to the variance. We are researching fencing the property line to discourage development close to the woods. One of our major expenses is when trees from the woods are too close to houses; we will always object to any variance requests to build into the 30-foot setback that protects the woods.

Fencing along Sunset Farms border. A split rail fence is planned and partly installed.

**Community Activity:** We had a successful Arden Fair booth – lots of questions answered about native plants and community habitat as well as how to fight the Spotted Lantern Fly. Kids particularly enjoyed frogs helpfully collected by the Junk/Moncarz family. Jill Althouse Wood raffled a painting of Hop Rocking. Jill edited and produced a Summer and Fall versions of LEAF Living on the Edge or the Arden Forest. All are online for your perusal.

**Erosion Control:** The Stormwater Master Plan includes three projects for the woods with some suggestions of work to be accomplished by volunteers. With this inspiration, we intend to map other areas where we can intervene to stop minor erosion areas.

- ***Stormwater Master Plan Statement:*** separate page.

### **Invasive species control and Volunteer Initiatives**

Members of the Forest Committee and volunteers have contributed a total of 310 hours so far in this fiscal year in efforts to control invasive species in Sherwood Forest and Arden Woods. This total excludes administrative hours, meetings and community events. The monetary value of these volunteer hours adds up to about \$7500, nearly the equivalent to our budget for the year.

In March we reported that we were working on removing garlic mustard. We would like to repeat our thanks to Ruth Panella for her substantial contribution to this effort. We also want to thank Denise Miles, a community service volunteer. Over the summer we concentrated on the removal of stilt grass. There is still some out there so pull it when you see it. In the Fall we will turn our attention to taming of multiflora rose and burning bush. For late Fall we are planning ivy pulls to culminate in an Ivy Ball (details to follow at the November town meeting).

At the March town meeting we announced the development of a survey on resident use of the woods and willingness to volunteer. The survey was sent via email and the response was low (19 respondents) but we were able to assemble four teams of volunteers who will be monitoring parts of the Arden Woods. The teams are: Jennifer Borders and Carol Larson, Pam Politis and Keri del Tufo, Cecilia Vore and Carl Falco and Lisa Wolfe and Bev Clendening.

A link to the survey will be found in the next Arden Page. Please take a moment to

complete the survey even if you are not able to volunteer at this time. We welcome more volunteers. We would like to set up teams to help monitor Sherwood Forest. Forest Report – Thank you!

### **12.8 Playground – Larry Walker**

Submitted by Barbara Henry

Because A.J. Stalloni will be moving, the Playground Committee has nominated Maddie Rodgers as our candidate for Election tonight by Town Assembly.

Since the last Town Meeting, the required Playground Equipment Inspections have been made, and all equipment is in Safe Condition. Additional Playground mulch was added. Because of “abundant caution”, a special Safety Inspection was made before the Arden Fair, as that is a time of very heavy public use.

The projects for the rest of the year are to install additional playground mulch in needed areas, and to repaint the swing standards and the monkey bars on the Sherwood Green.

The Squirrels have been received, and one has been “Powder Coated” in white for \$165. Sue Rothrock will do additional artistic painting, and then both Squirrels will be installed in the same location as the old horses.

The Committee has selected three new pieces of playground equipment, and these are: two climbers @\$10,000 each (installed) and one stand-alone slide @\$20,000 (installed). TOTAL \$40,000

Our plan is to install this new equipment in the spring.

Submitted by,

Larry Walker, Committee Chair

**Playground Committee fill vacant position**

Playground Committee put forth Maddi Rodgers name. Cecilia: opened the floor for any nomination. There were none. Add Maddie Rodgers to the committee. approved.

Playground Committee Report - Thank you!

**12.9 Registration – Cecilia Vore**

The Registration Committee met virtually via Zoom on Sept. 14 and 16, 2021, for the purpose of reviewing and clarifying the voting eligibility status of current Arden residents prior to the upcoming Election of Assessors and Budget Referendum.

The committee reviewed Arden leaseholds one-by-one to record changes in eligible voters by noting changes to leaseholds and/or rental units since the last election. They also noted the duration of residence in relation to the six-month eligibility requirement. Several new voters were added by virtue of having reached their eighteenth birthdays. In cases where residency was unclear, particularly where leaseholds or ADUs are rented, the committee contacts leaseholders to clarify.

The current number of eligible voters is: 372. We continue to update the list up to the date of the Budget Referendum.

The Registration Committee will conduct the annual Budget Referendum and the election of the Arden Board of Assessors in October and November. If you are a current resident, 18 years of age or older, and have lived in the Village of Arden for 6 months or more as of Nov. 2, you are eligible to vote in this election.

Please notify the Registration Committee tonight if there are any changes to the eligible voters in your household, or if you are new to the village, so we can add you to the list of residents. You can send a private message through the “chat” box to Cecilia Vore or “Registration” or send an email to [Registration@arden.delaware.gov](mailto:Registration@arden.delaware.gov).



A budget referendum must be passed by over 50% of all eligible residents. Failing to return your ballot has the same effect as voting “No” on the entire budget. The 7-member of Board of Assessors is elected using the Hare System of Proportional Representation, one type of ranked-choice voting. There are links to some good explanations of the Hare System on the village website: [arden.delaware.gov](http://arden.delaware.gov).

Assessors nominees are invited to post a statement on the town website. Simply fill out the form on the website homepage. Information on how voters can read those statements is included on the ballot instructions and on the website.

Ballots will be mailed around Oct. 12. Please notify the Registration Committee if you are an eligible voter and you do not receive ballots in the mail by Oct. 15. The election date will be Tuesday, Nov. 2, 2021. The deadline for accepting ballots will be 6 p.m. on the day of the election, with ballot counting commencing by 7 p.m. The vote count will be held at the BWVC, with appropriate Covid measures in place. There will be room for visitors, although the committee will ask for safe spacing. Results will be posted on the bulletin boards and the Village website the day following the vote count.

The committee has delivered 17 welcome packets to new residents this year. If you are a new resident, and haven't received one, send a message through the chat box tonight or by email to Registration.

Respectfully submitted,

Elizabeth Varley

Registration Report – Thank you!

**12.10 Safety – Brooke Bovard**

Welcome to fall!

The safety committee appreciates the work everyone has done to get ready for company at the Arden Fair, particularly those who trimmed the verges on the state roads. But this is only the beginning of our enhanced enforcement of safe edges in our pedestrian friendly community, so if you haven't gotten to that trimming, expect to hear from us again.

Likewise, some of you may have noticed that we are beginning to see some progress on the Marsh Harvey intersection, so please exercise extra caution there and look out for workers.

There have been increasing numbers of car break-ins and burglary in our area. Please lock your cars and report any such issues to the police, because they need the data for effective enforcement.

Do not speed on Harvey Road. Ask your contractors not to. And please don't cut through local neighborhoods and speed there. Be good and considerate neighbors. It's only Delaware. You don't have to speed to cover the whole state.

The safety committee is hoping to be working with civic and forest in developing a clearer guideline on how Ardenites may conform to existing New Castle County law regarding bamboo control.

Finally, the Safety Committee is presenting the current version of the New Castle County Hazardous Mitigation Plan for adoption. This is the plan which updates the 2015 plan, and has already been adopted by the county. At the time the committee was asked to consider presenting this, we had not seen it. Therefore, the committee

adjourned without making a recommendation to adopt, but since the meeting we have learned more about it. Informally, we would like to participate more fully in this process going forward. I am therefore presenting it without recommendation, but prepared to answer questions. As I said, New Castle County has already adopted this.

**Motion:** that the Village of Arden Town Assembly vote to adopt the 2020 Hazardous Mitigation plan, as adopted by New Castle County. **HMP Motion Approved.**

**Unanimous consent.**

Thank you,

Be kind to each other.

Brooke Bovard

For the Safety Committee

Safety Report – Thank you!

**13.0 Old Business – None**

**14.0 New Business**

Jennifer Boarders presented the following **MOTION**

I move that individuals ages 2 and up are required to wear a face covering while visiting any indoor business or space open to the public in the Village of Arden. This includes but is not limited to the Buzz Ware Village Center, the Arden Gild Hall, the Oddporium, and the Arden Craft Shop Museum.

There are three exceptions:

1. A child under 2 years of age
2. A person who is presenting in front of an audience and is properly distanced from that audience.

3. A person with a disability who cannot wear a mask, or cannot safely wear a mask, for reasons related to the disability.

This mandate can be rescinded by a vote at a future Town Assembly meeting.”

**Amend** motion: Exception 4: If you are giving a speech no mask requirement.

**Amended motion** to mask mandate **Passes**.

**Motion was tabled (no quorum)**

Discussion: For or against Motion

CDC recommendation 2 years old and older.

How to enforce it. No enforcement mechanism in the motion. Anticipate it would be easy to enforce because the Arden Museum, BWVC are thinking about having one and Arden Club already have mask mandates in effect.

How does this effect Gild Hall?

Carol Falco The Arden club is not a Village building. They need to be able to police themselves rather than have us try to impose that on them. Concern about weddings, concerts. Do not know how this is going to affect them. Do we want to impose this on the club? Jennifer’s motion implies that the motion would include the club. Do we want to do that? Club already has mask mandate in place. Concert will require proof of vaccination. Does not believe this impose any hardship on the club.

Needs more vetting and buy-in from the town.

Call of question - No quorum

Jeff - Since there is no quorum, he suggests to Jen to collect twenty-five signatures and set up a special town meeting. **Motion is Tabled.**

- Marianne Cinaglia -What documents created town officers? She had to leave the meeting. She will address this at another time.

### **15.0 Good & Welfare**

Cecilia received as Chair of Registration Committee, an email from Tad Milbourn, the founder of Ranked Vote. It is an on-line platform that powers rank choice voter education programs for New York, Minneapolis and Alaska. Tad said if you are up for it, I would love to have a chat about how we can work together to prepare Arden Voters for rank choice. Cecilia let him know that Arden has been using rank choice long before he was born. Lol.

Brooke Bovard - She believes this might be of interest to the Forest Committee. Her daughter's college is making deep maps. Her choice of location for a deep map is particularly the forest section on the green side that runs from the old pool to Indian Circle. She probably will want to interview people, so please contact Brooke at [ardenkids@hotmail.com](mailto:ardenkids@hotmail.com)

Mike Curtis - The Civic Committee Trash Analysis presentation was “outstanding”.

Jeffrey Politis – Would like to congratulate his son, Jacob, who had his Bar Mitzvah this weekend. He did Excellent! He made his parents very proud. Jeff says it makes him think that both of his boys are products of our Village and of all of your influence and he thanks all for that.

### **5.0 Motion to Adjourn**

Adjournment meeting at 12:27 p.m. (That is 4 hours 57 min 17 sec and would have continued but for lack of quorum. Phew!).

Respectfully submitted,

Elizabeth Resko, Town of Arden Secretary

**All are welcome Hither**

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting

Please note: Those attending Town Meetings are eligible to vote are 18 years of age  
\*or older.

Attachments Follow next page

<b>Trustees of Arden</b>	
<b>Financial Report</b>	
<b>September 27, 2021</b>	
<b>Current Assets</b>	
Schroeder Bequest (Arden B&L)	\$ 20,828.21
Schroeder Bequest (Vanguard)	240,661.33
Trust Reserve (Arden B&L)	99,900.64
Trust Reserve (Vanguard)	18,230.99
M & T Checking Account	647,114.32
<b>Total Cash &amp; Equity</b>	<b>\$ 1,026,735.49</b>
Land Rent Receivable	\$ 35,993.41
<b>Total Current Assets</b>	<b>\$ 1,062,728.90</b>
<b>Income &amp; Expenses</b>	
<b>Income Mar 25-2021-June 28-2021</b>	
Land Rent Received	\$ 724,142.60
Other Income-All Sources	5,019.88
<b>Total 2020-21 Operating Income</b>	<b>\$ 729,162.48</b>
<b>Expenses Mar 25-2021-June 28-2021</b>	
Village of Arden	\$ 100,000.00
Trust Administration*	11,841.89
New Castle County and School Tax	495,698.55
Tax Rebates to Leaseholders	42,734.35
<b>Total 2021-22 Expenses</b>	<b>\$ 650,274.79</b>
<b>Surplus or (Deficit)</b>	<b>\$ 78,887.69</b>

UNAUDITED  
FOR DISTRIBUTION  
AND DISCUSSION  
PURPOSES ONLY  
FOR ARDEN  
TOWN ASSEMBLY

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

	<u>3/25/21- 8/31/21</u>	<u>Budget</u>	<u>% to Budget</u>	
<b>Revenue</b>				
4000 · Transfer from Trustees - Land Rent	100,000	207,707		
4100 - Donations, grants, rentals	1,680	-		
4510 · Franchise Fee Receipts	4,253	15,100		
4900 · Interest Income	794	150		
<b>Total Revenue</b>	<b>106,727</b>	<b>222,957</b>		
<b>Expenses</b>				balance left in budget
6000 · Payroll & Payroll Taxes	7,697	18,448	41.72%	10,751
6300 · Administrative Expenses	14,072	33,040	42.59%	18,968
8000 · Committee Expenses - see detail below	16,091	79,890	20.14%	63,799
8010 · Contributions & Donations	5,480	5,480	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 · Trash Service	29,004	76,099	38.11%	47,095
<b>Total Expense</b>	<b>72,344</b>	<b>222,957</b>	<b>32.45%</b>	<b>150,613</b>
<b>Surplus (deficit)</b>	<b>34,383</b>	<b>-</b>		
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	-		-
Archives	645	1,620	39.79%	975
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	4,130	4,500	91.78%	370
Civic	10,129	58,000	17.46%	47,871
Community Planning	-	400	0.00%	400
Forest	861	7,200	11.95%	6,339
Playground	327	3,600	9.07%	3,273
Registration	-	270	0.00%	270
Safety	-	2,200	0.00%	2,200
	<b>16,091</b>	<b>79,890</b>	<b>20.14%</b>	<b>63,799</b>



UNAUDITED  
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**Village of Arden**  
**Statement of Financial Position**  
**As of August 31 2021**

<b>Checking/Savings</b>		<b>Notes</b>
<b>1000 - TD Bank Checking Account</b>	300,973	includes \$494.25 TD bank Buzzware Debit Card, \$250,225.06 TD Bank MM Acct
<b>1010 - TD Bank MSA Checking Account</b>	3,991	Municipal Street Aid
<b>1032 - Arden Building &amp; Loan</b>	30,591	BuzzWare \$449, Schroeder \$14,150 Village \$15,992
<b>1050 - Fidelity Investments - net value @ 8/31/21</b>	489,270	Schroeder Bequest - initial investment \$301,002
<b>Total Cash</b>	<b>824,824</b>	
 <b>LIABILITIES</b>		
<b>2000 - Accounts Payable, Current Liabilities, PR Tax Payable</b>	<b>5,257</b>	
 <b>FUND BALANCES</b>		
<b>Buzz Ware Renovation Fund</b>	<b>45,174</b>	
<b>J Schroeder Bequest</b>	<b>503,419</b>	
<b>Memorial Garden</b>	<b>9,343</b>	
<b>Municipal Street Aid</b>	<b>22,749</b>	
<b>Capital Maintenance Fund</b>	<b>30,000</b>	
<b>Village - cash available to meet budgeted expenses @ 8/31/21</b>	<b>159,695</b>	
<b>Vacant Dwelling Fund</b>	<b>18,723</b>	
<b>Playground Grant</b>	<b>30,465</b>	
<b>ARPA Funds</b>	<b>109,963</b>	

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 TOWN ASSEMBLY

Special Village Funds

	BuzzWare	Buzz renovation	J. Schroeder Bequest	Memorial Garden	MSA	Capital/Maint Repair Fund	Vacant Dwelling Fund	Playground Grant	ARPA Funds
All as of 3/25/21- 8/31/21									
<b>Revenue</b>									
4000 - General Funds - Village	-	-	-	-	-	-	-	-	-
4010 - Donations	85	-	-	4,260	-	-	-	-	-
4100 - Program Donations	2,991	-	-	-	-	-	-	-	-
4300 - Grants	-	-	-	-	18,758	-	14,950	-	109,963
4400 - Rentals	6,458	5,015	-	-	-	-	-	-	-
4520 - Vacant Property Registration Fees	-	-	-	-	-	-	-	-	-
4900 - Interest & Dividend Income	-	-	2,057	-	-	-	-	-	-
SREC	-	432	-	-	-	-	-	-	-
9900 - Unrealized gains on investments	-	-	42,486	-	-	-	-	-	-
<b>Total Revenue</b>	<b>9,534</b>	<b>5,447</b>	<b>44,553</b>	<b>4,260</b>	<b>18,758</b>	<b>-</b>	<b>14,950</b>	<b>-</b>	<b>109,963</b>
<b>Expenses</b>									
6000 - Payroll & Payroll Taxes	6,260	-	-	-	-	-	-	-	-
6300 - Administrative Expenses	98	-	-	-	-	-	-	-	-
6310 - Janitorial Supplies	457	-	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	1,413	-	-	-	-	-	-	-	-
7060 - Licenses/Permits/Fees/Alarm Monitoring	741	-	-	-	-	-	-	-	-
7600 - Repairs & Maintenance	2,284	-	-	-	-	-	-	-	-
8000 - Program Expenses	2,411	-	-	120	7,550	-	41,733	3,320	-
<b>Total Expense</b>	<b>13,664</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>7,550</b>	<b>-</b>	<b>41,733</b>	<b>3,320</b>	<b>-</b>
<b>Surplus (Deficit) Fiscal Yr.</b>	<b>(4,130)</b>	<b>5,447</b>	<b>44,553</b>	<b>4,140</b>	<b>11,208</b>	<b>-</b>	<b>(26,783)</b>	<b>(3,320)</b>	<b>109,963</b>
<b>Carried forward fund balance</b>		<b>39,727</b>	<b>458,866</b>	<b>5,203</b>	<b>11,541</b>	<b>30,000</b>	<b>45,505</b>	<b>33,785</b>	<b>-</b>
<b>Fund balance</b>		<b>45,174</b>	<b>503,419</b>	<b>9,343</b>	<b>22,749</b>	<b>30,000</b>	<b>18,723</b>	<b>30,465</b>	<b>109,963</b>

# TOTAL PROPOSED BUDGET EXPENSES: \$ 108,100

**Policies below are for information only. Policy adoption is addressed at town meetings.**

1. The total approved expenditure limits the fiscal year (FY) expenditure to that amount unless additional funds are approved by referendum. Funds may be shifted between line items with approval of the committees involved and the Town Treasurer.
2. There are funds that are available to the Village and its committees that are outside of the scope of this budget and are governed by policies set up by the Village.
3. Income received by a committee outside of this budget will be earmarked for that committee to spend above the budgeted money approved by referendum. In addition, those monies can be carried over year over year for that committee with approval of the Town Treasurer.

**\*Notes to 2022-2023 ARDEN BUDGET BALLOT • Prepared September 2021**

## INCOME:

1. **Land Rent** – Based on Assessors' report from June 2021 Town Meeting. Note that Trustees will transfer money to the town to cover Town's budget.
2. **Delaware Municipal Street Aid** – Annual street aid. The State of Delaware is providing funds for the FY 2022.
3. **Interest and other income** – Income from the following sources:
  - a. Rights-of-way
    - i. Cable – \$8,000
    - ii. Antenna – \$6,500
  - b. Investment income – \$3,000 (No longer includes investment income from the Schroeder estate)
4. **Reserve** – Combination of Trustees' Prudent Reserve \$138,362 and Town's Prudent Reserve \$14,045 and accrued capital fund of \$30,000 (This does not include \$6,586 expected Trustee's difference between expenditures and revenue).
5. **Buzz Ware Village Center** – Estimated income for 2021/2022 based on projected revenues from rentals, programs, grants, and donations.
6. **American Rescue Act** – Federal grant to jumpstart the economy after Covid19. Subject to legal restrictions.

## NON-DISCRETIONARY EXPENSES:

6. **Property Taxes** – The New Castle County property and school taxes are grossed up to include rebates paid to qualifying leaseholders.
7. **Trash/Recycle Service** – Current contract with Waste Management expires in 2021. New 3-year contract with Trash Tech includes a 3% annual increase.
8. **Trust Administration**
  - a. Audit – \$5,373
  - b. Professional/Legal – \$6,351
  - c. Administrative/Operations – \$13,370
  - d. Office Rent – \$2,472
9. **Village Non-Discretionary Expenses**
  - a. Operation and Legal Fees – \$21,381
  - b. Insurance – \$12,381 (Trust and Village)
  - c. Salaries - \$11,450/Bookkeeper \$5,150
  - d. Payroll taxes – \$1,818
10. **BWVC Operations** – Estimated expenses for operating the facility and running programs. This entry includes all utilities, payroll, licenses and fees to operate the building. This entry does not include insurance expenses for operating and maintaining the facilities (note B) **BWVC Renovation Fund** from Arden of \$2,000 matches other villages' recent annual contributions.

11. **Delaware Municipal Street Aid (MSA)** – Annual street aid is decided in the actual fiscal year, so this is an estimate. MSA is a pass-through expense and the village will spend only what the state provides.
12. **American Rescue Act (ARA)** – Specific expenditures will be subject to approval at town meeting in accordance with the guidelines for the ARA program.

## DISCRETIONARY BUDGET EXPENSES:

**NOTE:** Each committee that reduced its budget by 10% for the 2021-2022 fiscal year will have its budget restored to 2020-2021 levels in 2022-2023:

13. **Advisory Committee** – budget restored
14. **Archives Committee** – budget restored
15. **Board of Assessors** – budget restored
16. **Budget Committee** – budget restored
17. **Civic Committee** – No change
18. **Community Planning** – budget restored
19. **Forest Committee** – budget restored to 2019-20
20. **Playground Committee** – budget restored
21. **Playground Capital Equipment** – Replace non-compliant equipment
22. **Registration Committee** – budget restored
23. **Safety Committee** – budget restored 2019-20
24. **State Roads** – Signage, upkeep, and speed enforcement on Harvey and Marsh – budget restored to 2019-20
25. **Buzz Ware Support** – budget restored  
Village support for BWVC based on prior years' experience in Maintenance & Operations. These funds would only be used in case of budget income shortfall from rentals.
26. **Town Expenses**
  - a. ACRA Donations – budget restored
  - b. Arden Page Donations – No change
  - c. Arden Library Donation – budget restored
  - d. Fire Companies Donation – No change
  - e. Arden Club Donation – No change
27. **Contingencies** – This is a pass-through expense, it is not funded using money collected for land rent. Expenses occur only when the contingency fund is not fully funded.

**BALLOTS MUST BE RECEIVED BY 6:00PM  
TUESDAY, NOVEMBER 2nd**