

Location: Buzz Ware Village Center (Zoom Access)

Attendance: Steve Benigni, Carol Larson, Ed Rohrbach, Mark Wood.

Guest: Bob Erenburg, Simon Hemmermesh

Absent: Rick Farrell

Call to Order: 7:37 p.m.

Approval of January 2022 Minutes approved as presented.

Categories

- Administrative

- Election: Candidate Questions
- Budget Status & Action Plan

Update: Projected expenditures to date are \$40,000, which includes an additional \$4,000 buffer for snow plowing, plus \$1,500 for a landscaping credit received from a previous year that is reflected in this FY and includes \$5,000 for pot hole repairs. Summary: \$59,500 available funds less projected \$40,000 expenditures, which leaves almost \$20,000 to spend this FY.

- Transportation Working Group

A Transportation Working Group was formed by the three Ardens to plan for future transportation issues; especially traffic calming on state roads. They will be submitting tomorrow to Wilmapco an application proposal requesting Wilmapco to develop a master plan for the Village to implement. Brooke Bovard sent Ben drawings and plans that were prepared by Stephen Harcourt. Civic will continue to monitor the status.

- Street Sign Sale/Auction.

The Archive Committee has requested first dibs on signs. Civic Committee welcomes them to take as many signs as they wish. The remainder will be sold at an Arden event.

- Roads / Paths

- CC History & Practices

Steve read all the Civic Committee minutes that are posted to the Village website in order to gain an understanding of the workings of the Civic Committee over time. He read about some past practices that are no longer preformed and asks do they want to reinstate some of those past practices? Two past practices in particular he has in mind: 1) An open Spring walk- around town with residents so they can provide input as to what needs to be done. The present practice is Rick walks around town with the contractor, and they develop a priority list of work to be performed and time frame. The group likes the present practice. 2) Another past practice was to remind people of the leaf policy in which the leaseholder is responsible to clear the rights-of-way of leaves. There are a lot of gum balls and stuff along the curbs. In the fall there used to be a street sweeper. The group thinks this is a good idea and suggests Rick ask Smith if they provide this service and the cost.

- Professional Consultation

- Paving/Patching Priorities

- Concrete Gutters

They will wait for the Waste Management Plan.

- Path Signposts

The paths have wooden posts with their names engraved by Dave Burslem. Ed evaluated all the paths and determined that Lover's Path post needs to be repaired, in which he offered to take care of it. (It is a metal spike in the ground to which the post is fastened with a single bolt). The Stile path at the end of Lower Lane has no post. The Grocery Path has two sections: One runs from Orleans Rd to Little Lane and the second section runs from Little Lane to Hillside and one section is missing a post. Ed says there is a post across Little Lane heading toward Hillside. Ed does not believe there ever was one on the other side of Little Lane.

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Side note: Historically, some minutes identify leaseholders' property by family name as oppose to the street address which can cause some confusion for newcomers who are not familiar with family names.

Steve wanted to remind all that the new sidewalks and paths at Marsh Rd and Harvey Rd belong to the town. Therefore, Civic will be responsible for maintenance.

- Trash Tech

- Billing and Service Issues

Trash Tech billing increased because they believed they were servicing more than the agreed service contract numbers. After Jeffrey and Skip met with them and provided proof of actual service matching the contracted number, Trash Tech adjusted their billing accordingly.

As previously reported a couple weeks ago, their trucks were leaking glass and liquid. Civic needs to keep an eye out for any leakage, because it is a pollution issue.

- Projects / Grants

- Storm Water Management Plan

Project E

Project E is the top of the watershed where water is coming from two leaseholds on the upper side of the path, traveling down the path of Mill Lane. Brooke Bovard is contesting that the water is not going down Mill Lane, but is actually going down more towards Hillside. She requests that this be examined further.

- ARPA process.

Steve Benigni is uneasy with the necessarily hurried process that Civic took in conjunction with Forsite to prioritize and submit watershed BMP proposals to meet the initial ARPA deadline. To provide the two committees more time to thoroughly reconsider which projects should be funded through ARPA, Steve would like to propose to ask the town to earmark a specific amount of funding for watershed projects as a whole and then the committee will bring back a more thoughtful

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proposal with more transparency and more input. He stresses that there needs to be an implementation plan to find out in what order to choose these projects, and establish time line for DNREC grants. He admits it might mean going in a different direction. Mark Wood, a member of Community Planning, says they are looking for complete detailed plans, not open-ended plans. Steve spoke to Jeff, who in turn spoke to Jen Borders, Community Planning Chair, prior to this meeting in which he has been given permission to come up with a specific plan to present for approval from Town Assembly. They have until April 1. In addition, Carol Larson would like to make use of the opportunity to apply for a DNREC planning grant (implementation grants are not a matching grant, but the planning grants are matching grants). She would like to submit one of the projects for this grant money, but she is concerned that the deadline is sooner than April. Steve suggests inviting Forest Committee, Community Planning Committee, and Civic Committee members along with Forsite and anyone who is interested, to fine tune plan and come back with a specific proposal for April 1. The group is interested in fine tuning the submitted proposal and not revisiting the selection process.

- DNREC & Other Grants
- Permits / Reservations
 - Reservations & Permits Calendar no new updates
- Maintenance Projects
 - New Handyperson

Currently, Civic Committee does not have anyone to take care of their small projects; Dave Claney is no longer available. HR policy states that the handyman position is an employee of the town for reasons of insurance and taxes. Brooke Bovard will purchase reflective vests. Steve will put an article in the Arden Page for a handyman.

- Stile Area Fence Post

Broken post on fence near the Stile at Harvey Rd & Lower Ln. Someone has been parking a truck on Lower Lane near the Stile, making deep ruts. They are ignoring the No Parking signs. Brooke is aware of who it

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is and she will talk with them. Steve wants to know how do we handle ruts on common land? Seed them. In the spring Ed and Steve will walk around to address ruts on common land.

- Trash Can Enclosures

Harold has promised that he and Ken Morrison will install trash can enclosures before the end of the fiscal year. Trash Tech might supply the cans for the new enclosures.

- Stormwater Catch Basins

Need to obtain a professional assessment of how we can upgrade the town's stormwater catch basins and grates.

- Tree Work

- Removed a Locust tree and a Poplar tree. The Field Theater area was cleared and raised some branches on Woodland Ln to allow for firetrucks to pass. There is not another meeting to approve more work, so Carol (along with Ed's input) has been given approval to go ahead and determine what needs to be done and to take care of it.

- Greens

- The American Landscaping Company (Shawn van Neerden) has been contracted to remove sticks every other grass cutting and two times during the winter. Up until last weekend there were not a lot of sticks around; now there are a lot of sticks. The problem is that they are scattered. Not clear on terms of contract; does it mean to pick up bundled sticks or pick up scattered sticks? It probably will be more expensive to go around all the greens to pick up scattered sticks. It was twice as much off season because they have to get their equipment out specifically for sticks. Suggest a "Spring spruce up day" (sticks & mulch). Try to do it with volunteers and if that doesn't work, then contract with American Landscaping to do it. Ed says must have a party to follow in order to entice volunteers.

- BWVC Requests

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- Betty still has not submitted specs to dig a trench for lighting along main path to BWVC.
- Seasonal Contracts
 - Snow Removal and Salting
 - American Grass

Policy stating that any time there is a change of the contract terms, that it must be in writing. Steve will prepare a formal addendum to the American Landscape contract and present to Skip Bailey, Treasurer.
- Miscellaneous
 - Frank Stevens Theater

Steve spoke to Shakespeare Gild members about asking them what suggestions they have for improving the theater. The committee supports input from Shakespeare Gild, especially since they are paying for it. Ed will determine what repairs and maintenance needs to be done.

Adjourn 8:53 P. M.

Respectfully submitted,

Elizabeth Resko, Village Secretary