



VILLAGE OF ARDEN TOWN ASSEMBLY MARCH 28, 2022

Town Meeting Minutes



JUNE 27, 2022

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

Motions Presented

10.0 Advisory Committee Report – Danny Schweers

Motion: Future meetings of Town Assembly will be in person provided CDC & state guidelines are met.

Motion passed.

13.0 Old Business

Mike Curtis read into the minutes the following motion:

*I move the Town Assembly Village of Arden urge New Castle County at the completion of the reassessment to reduce the assess rates or tax rates on the value of buildings and other improvements only until the desired revenue is attained. **Motion Approved.***

Unanimous consent

Zoom Attendance

Jill	Althouse-Wood	Irene	O'Connor
Skip	Bailev	Cookie	Ohlson
Beverly	Barnett	Ron	Ozer
Ariel	Becker	Shana	Pinter
Nohi	Becker	Jeffrey	Politis
Steve	Benigni	Pam	Politis
Jennifer	Borders	Sachin	Puranik
Walter	Borders	Gary E	Quinton
Brooke	Bovard	Eric	Reed
Marianne	Cinaglia	Elizabeth	Resko
Beverly	Clendening	Grace E	Ressler
Jess	Colgan-Snyder	Deborah	Ricard
Garrett	Colgan-Snyder	Clay	Ridings
Peter	Compo	Toby	Ridings
Mike	Curtis	Ed	Rohrbach
Carol	DiGiovanni	Warren	Rosenkra
Dorinda	Dove	John	Scheflen
Joseph	Dugan	Marcia	Scheflen
Bob	Erenburg	Danny	Schweers
Carl	Falco	Vicki	Scott
Stevie	French	Rav	Seigfried
David	Gerbec	Lynn	Shapira
Simon	Hamermesh	Nadiv	Shapira
Ellie	Hansen	Mava	Shapira
Stephen	Harcourt	Ben	Shapira
Tegan	Harcourt-Brooke	Sara	Somerville
Tiernan	Harcourt-Brooke	Jeffrey	Steen
Barbara	Henry	Susan	Stith
Elaine	Hickey	Bob	Stith
Lee	Hoover	Jacqi	Tanzer
Zack	Houck	Steve	Tanzer
Michelle	Klein	Kathrine	Threefoot
Mike	Klein	Elizabeth	Varley
Lynda	Kolski	Cecilia	Vore
Carol	Larson	Larry	Walker
Barbara	Macklem	Jan	Westerho
Mary L	Marconi	Tom	Wheeler
David	Michelson	Keri	Will-del
Garv	Mullinax	Lisa	Wolfe
Lisa	Mullinax	Maren	Wood
Vered	Nohi	Mark	Wood
Betty	O'Regan	Kevin	Wray
Denis	O'Regan		

1.0 Call to Order – Chairman Jeffrey Politis called meeting to order at 7:34 p.m.

2.0 Election of Officers & Committees – Barbara Macklem

The Registration Committee conducted the annual election of Committee Members and Officers tonight. Absentee Voting has been in place for this election.

Votes will be counted on Wednesday, March 30, at the Buzz Ware Village Center at 3:00 p.m. Counting will be done by a small crew of committee members and members of their households to minimize Covid risks. The public is permitted to attend, but observers must follow guidelines for distancing and wearing masks.

Results will be posted on the Village website and bulletin boards.

Respectfully submitted,

Barbara Macklem

Thank You!

3.0 Approval of Minutes - January 2022 Town Assembly Minutes approved as presented. Unanimous consent.

4.0 New Residents

Kevin Wrey

Welcome!

5.0 Recognition of Departed

Ruth Ann Crovetto, Hugh Roberts, John Grimaldi.

All were welcomed to comment about those we have lost in the last quarter.

A moment of silence.

6.0 Visitors- None

7.0 Town Chair's Communication Report - Chair Jeffrey Politis

Communications from the Chair.

Since the last town meeting....

1. Tonight, is election night and obviously we are doing things a little differently again. Thank you to the Registration Committee for working through the details of how to accomplish this feat in a virtual forum. I wanted to remind everyone that you must sign into the chat in order for your ballot to be accepted. We will be using this sign in as evidence that you attended the meeting.
2. Additionally, I wanted to thank those willing to serve on a committee of the Village. It is through the service of our committee members that allows the Village to run. Thank you.
3. We received the paperwork for mosquito control from DNREC. As we have agreed to spraying in recent years, I have signed and returned the agreement. Note that spraying for mosquitos does not automatically happen, but rather a request must be made to mosquito control from the Village.

4. I continue to see residents post questions or seeking information via Facebook or Next door. I want to remind everyone that these are not government sites and you may or may not get the response you are seeking by using these sites. I, for example, do not respond to posts on these sites. If you are seeking information, the best way to get it is to reach out directly to the committee responsible. Each committee has a direct email. If you do not get a response or are not sure whom you should ask, you can also feel free to reach out to me via my email at ardenchair@arden.delaware.gov.

5. Lastly, a reminder that this meeting is being recorded and we ask that you please state your name when you speak.

Let's have a respectful and deliberative meeting. Thanks

So submitted,

Jeffrey Politis

Town Chair, Village of Arden.

Chairman's Communications Report – Thank you!

8.0 Trustee Report – Carl Falco

Finances:

The Arden Trust quarterly financial report will be available for review online as part of the Town Assembly Meeting Minutes. The 2020-2021 audit of the Arden Trust financial records, performed by Barbacane Thornton & Company, has been completed. Copies of the audit report have been sent to the Town Chairman, Secretary, Treasurer and Audit Committee.

The amount of 2022 Land Rent collected as of Friday at noon is \$615,121.68. The total to be collected is \$767,784.28. If you have any questions about your bill, please contact our administrative assistant Rachel Kantner at 475-7980 or via email at Trustees.of.Arden@gmail.com.

2022 Application for Tax Rebates:

A Senior School Property Tax Credit is available if you are over 65 or will be turning 65 by July 1st of the year you apply. Individuals who moved to Delaware before 12/31/2017 qualify for this tax credit. For individuals moving to Delaware on or after 1/1/2018, you must be a resident at least ten years prior to application. When an application is accepted, a Senior School Property Tax Credit will appear on the leaseholder's New Castle County School Tax bill, which is sent to the Trustees for payment. The Trustees will rebate the amount that the tax bill is reduced to the leaseholder. This can be up to a \$400 rebate annually.

New Castle County has other programs (e.g., New Castle County Senior Tax Exemption) that may reduce a leaseholder's County and School property taxes based upon low income and/or disability. Any such reductions in a leaseholder's tax bill will also be rebated to the leaseholder by the Trustees. More than \$40,000 were rebated to leaseholders in 2021.

Explanations of the Senior programs can be found at <https://www.nccde.org/2076/Seniors>. You may apply for the Senior School Tax

Trustees Report - Thank You!

9.0 Treasurer's Report – Skip Bailey

The Treasurer would like to remind all Village residents that all Village financial policies, general policies and those regarding monetary gifts, investment guidelines, endowment funds, and requests for grants are all found on the Village of Arden website under Budget Committee/Finances. These policies have been and remain in place.

Review of basic financial reports

All reports are effective as of March 28, 2022. There has been some activity right at end of fiscal year. The final fiscal year reports will be available after March 24, 2022.

Statement of Financial Position

Funds are in standard status. Money Market fund at TD Bank continues minimal interest income.

Statement of Financial Activity

Committees, other budgeted items

All Committees are or will be within budget.

Statement of Fund Balance

The Delaware Department Natural Resources and Environmental Control (DNREC) has fully paid the state half of the Stormwater Management review. The state ½ the Village paid to ForeSite has been reinstated to the Vacant Housing Fund.

Additional points of information

- The Village had a check that was intercepted at some point during mail delivery. Unknown perpetrators changed, or “washed”, the original check and fraudulently cashed it. TD Bank has assured us that once their investigation is complete, our account will be fully reimbursed. It is

estimated that this ongoing TD investigation could take up to another month.

- Unrelated to the check fraud issue (above), I was contacted by a representative of First Citizens Community Bank (FCCB). FCCB is a regional bank starting out in Pennsylvania over 100 years ago. They are expanding and now have three branches in Delaware. Fully FDIC insured, they are interested in taking on municipal clients. They put together a comprehensive proposal offering some great features. Of particular note are interest bearing checking accounts, and options for streamlining deposits. I've shared this information with the Audit Committee, the village bookkeeper and the Town Chair. I will begin transition to FCCB as the town bank in the next few weeks. The transition should generate greater interest earnings for the Village and allow for more banking options

Respectfully Submitted,

Skip Bailey, Treasurer

Comments/Questions

Denis O'Regan inquired about the BWVC interested in setting up a credit card with the new bank. Skip points out that one of the options the First Citizens Community Bank (FCCB) offers is a "non-person guaranteed person business credit card". In general, credit cards still have to have an identified individual on the card in order for it to have a legal transaction, but they would not have to have a requirement that individuals would guarantee the card. They can also impose a limit on the card. Skip set up a debit card for the operational needs of the BWVC in order for them to have more flexibility. So far it appears that it

has been working well. A credit card for the Village would allow different payment options for committees and for certain kind of payments that need to occur on line, in which the vendor does not accept checks or invoices and an individual would prefer not to front their own money and be reimbursed. Skip further adds that one of the features they will provide to the Village for free (\$50/fee for this service) is to allow us to upload issued checks from our QuickBooks accounting program into their banking system and they will flag any missing checks from sequence of issued checks.

Kate Threefoot wants to make sure they have appropriate transparency and financial controls. Skip reassures that the Audit Committee have in place the same type of audit procedures as the village has put into place for scrutiny of the check processing procedure. All credit card transactions are audited by the audit committee.

Marianne Cinaglia questions Treasurer's authority to move money to another bank. It is within the purview of the Treasurer and that was provide as part of the Treasurer's job description.

Treasurer's Report – Thank you!

10.0 Advisory Committee Report – Danny Schweers

The Advisory Committee met via video on March 7, 2022 to set the agenda for this meeting.

We finalized the list of nominees for the election to be held tonight. In all, there are 24 vacancies to fill. Because our village requires two nominees for

every vacant committee position, to complete the ballot this year we needed 44 candidates. We found six more than we needed — 50! This is a heartening display of civic engagement. It is delightful to see so many willing to serve. It seems a shame that 25 committee candidates will not be elected. So let me say this to those who will not be elected — attend committee meetings anyway! Volunteer to help the committee in its work.

One topic of discussion at the last Advisory Committee meeting was whether to continue meetings via video, or in person, or some kind of hybrid. While the Advisory Committee decided to have tonight's meeting via video, it moves that future meeting of the Town Assembly be in person.

Finally, I wish to thank the Town Assembly for electing me as Chair of the Advisory Committee for the last five years. If other obligations on my time were less pressing, I might have been willing to serve another five. As it is, with two candidates eager to serve in my place, I look forward to simply being a member of the Town Assembly for the coming year, perhaps even a vocal member!

Faithfully submitted,

Danny Schweers, Chair, Advisory Committee

Motion: Future meetings of Town Assembly will be in person provided CDC & state guidelines are met. **Motion passed.**

All thanked Danny for his many years of service to the community.

Advisory Report - Thank you!

11.0 Board of Assessors – Deborah Ricard

The 2022 Board of Assessors comprised of Deborah Ricard/Chair, Vicki Scott/Secretary, Brooke Bovard, Denis O'Regan, John Scheflen, Elizabeth Varley and Tom Wheeler continue to meet in person on the first Wednesday of each month at 7:30 pm to work toward determining next year's formula for land rent assessment. These monthly meetings are open and agenda topics are listed on the BWVC Official Notice Bulletin Board as well as on the Assessors page of the arden.delaware.gov website. Upcoming public meetings are scheduled in person at the BWVC on Wednesday, May 4, and Wednesday, June 1, at 7 pm. All interested individuals are encouraged to attend to ask questions and share concerns about how Arden's land rent is determined.

Respectfully submitted,

Deborah Ricard

Board of Assessor's Report - Thank you!

12.00 Standing Committee Reports presented in Ascending 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 website, where you can access more than 4000 images from our collection.

We hope to announce our reopening soon.

Respectfully submitted,

Lisa Mullinax Chair

Comments/Questions

Arden centennial is this year not next year. The museum will be closed on Easter.

Archives Report - Thank you!

12.2 Audit - Cookie Ohlson

As a result of the audit process, a check was found with a questionable number and payee, and returned to the treasurer. After due diligence, the treasurer found the check to be fraudulent. An investigation has ensued.

The Audit Committee met for another audit on March 21, 2022 with Cookie Ohlson, Laura Wallace, and Debbie Ricard in attendance. The Treasurer, Skip Bailey, sat in on the meeting. Once again, all is in order.

Cookie Ohlson, Chair

Audit Committee

Audit Report – Thank you!

12. 3 Budget – Deborah Ricard

Budget Committee members are Vicki Scott/Secretary, David Gerbec/Spreadsheet Wizard, Brook Bovard, Bob Erenburg and Deborah Ricard/Chair. We have met most months during the past year on third

Thursday evenings via Zoom. Carl Falco/Senior Trustee, Skip Bailey/Treasurer, Jeffrey Politis/Chair of Town Assembly and Deborah Ricard/Budget Chair met in January via Zoom to share information needed to compile Arden's Budget 2022 3-Year Projection for 2023-2026. This document is provided for guidance only and is primarily used by the Assessors. After much discussion and careful deliberation by the Budget Committee, this completed financial forecast is shared tonight with the Town Assembly and will be submitted to the Board of Assessors at their next meeting.

The format of the 3-year projection is consistent with prior years. No increase in county or school taxes is anticipated at this time. All committee budgets are expected to be maintained at the current level. A notable addition is the inclusion of ARPA funds as explained by Note 11.

The Arden Budget 2022 3-Year Projection 2023-2026 is posted on the Budget Committee's page of the arden.delaware.gov website and several printed copies were delivered to the Arden Library. Interested individuals may email budget@arden.delaware.gov to request an electronic copy of this document.

(Arden Budget 2022 3-year Projection 2023 – 2026 is in the attachment sections following the minutes).

Budget Report – Thank you!

12.4 Buzz Ware Village Center – Betty O'Regan

Things are progressing very well at the Buzz. We are continuing to improve our website which will soon contain options to donate online and possibly some exciting new advances in the future. We are still seeking testimonials so if you have something good to say about the Buzz or the programs offered, please consider sending a couple of lines to Pam Cohen or Ken Rosenberg. Coming

soon, donated by NCC Libraries: A Little Free Library, which is a “take a book, return a book” free book exchange. The use will be expanded to include a seed exchange. This small wooden box will be placed near the playground. It’s not too soon to think about PPP and the Arden Fair. Please consider how you could help with our main fundraiser of the year and contact Toby Ridings if you are interested in volunteering in any way.

FINANCIAL UPDATES

The Buzz is well into the black! This, despite the reduction in rentals due to COVID, is sensational news. It has been our goal to be self-supporting for a decade and we are proud to be able to accomplish this. Our long-term rentals, Wilmington Sudbury School, Awakened Hearts, and the Town Officers, have been invaluable during the past year.

BUILDING UPDATES

- Recently completed
 - Remediation of a leak under the solar panel
 - Phone line repair
 - Re-keying the building (contact Pam Cohen if you need a replacement)
 - Hiring an additional custodian

PROGRAM UPDATES

- **Awakened Hearts** - have signed a contract with us
- **WSS** - will be renewing their contract for next year.

- **Art on the Town** – features *Life Forms*, Fri. April 1, 5:30. Cory Gladfelter’s switchblade artwork portrays the universe rearranged through collage.
- **Art Studio** - Mondays 7-9
- **Coffee House** – Friday, April 9 at 8:00 p.m.
- **Buzz Ware Bookies** - Meeting in person only. The book for April 11 is *Turning Right at Machu Picchu: Rediscovering the Lost City One Step at a Time*, by Mark Adams
- **Qigong** (Chee-gung) with Dominic Chan, September 30 @ 7:00 pm - 9:30 pm
- **Tai Chi**- with Jill Emery meets on Monday, Wednesday, and Saturday, 9:00-10:00 a.m. As a community sponsored event, this class is open to all and is solely supported by donations.
- **Yoga** - with Susan Oates, Saturday mornings (registration and fee required)
- **Move and Be Well** - Contact Joan Warburton-Phibbs to learn more or sign up for the next 12 session course starting March 29, Tues. and Thur. 9:00-10:00 a.m. Zoom options are available.

Check the calendar on ardenbuzz.com and/or on the town bulletin boards for other special community events as they arise.

I’m sorry to have to conclude this report on a sad note. Our beloved Building Manager, Pam Cohen, has submitted her resignation. She will stay on for 60 days and also help to train the new manager. If you or someone you know might be interested in this position, please contact me, Betty O’Regan, at bwvc@arden.delaware.

Respectfully submitted,
Betty O'Regan, Co-Chair

Buzz Ware Village Center Report – Thank you!

12.5 Civic – Steve Benigni

Two years ago, when the village faced significant budget challenges, the Town Assembly requested committees to reduce their budget requests. At that time, the relatively new Civic Committee asked that because we didn't have solid data on recent spending, the Civic budget should not be reduced, and that the committee would try to limit expenditures for the fiscal year. We were able to come in significantly under budget that year. This past year, we continued to conserve as we documented expenses, and as a result, we completed the recent fiscal year a little over \$20,000 under budget with an additional Municipal Street Aid balance of around \$2,500.

This year, we do not expect to be able to continue at this reduced spending level because of identified infrastructure needs, including funds to combine with or match possible ARPA and DNREC grants for implementing stormwater management projects.

Representatives of the three villages will be meeting tomorrow morning with Trash Tech management to discuss several issues of concern. We recently resolved a billing dispute in our favor, thanks to data supplied by the Registration Committee and the persistence of our town assembly chair and treasurer. Other issues include missed pick-ups, customer service phone line,

claims of comingling the three waste streams, truck maintenance, and residents not following correct procedures.

If you are having a problem with your individual service, contact Trash Tech customer service directly at the number printed on the trash containers. Systemic problems should be reported by email to the Civic Committee. We do not monitor social media discussions.

Now that spring is here, we will be assessing road conditions and developing paving plans for the year, most of which will be funded by our expected Municipal Street Aid allocation. Thanks to Rick Ferrell for leading this effort.

You may have noticed the recent clearings of invasive ivy and other overgrown vegetation around town as well as some tree trimming and removal. Thanks to Carol Larson for coordinating this.

You may also have noticed our new pet waste and recycling enclosures around the Village and Sherwood Greens. Thanks to former Civic Committee member, Harold Kalmus, and to Ken Morrison for design and construction. Thanks also to Trash Tech for supplying the new rollout containers.

Civic is participating in the Inter-Ardens Transportation Working Group, whose next project is a Walkable Communities Workshop this spring in conjunction with WILMAPCO. Please consider attending this informative workshop.

The Shakespeare Gild has been updating the lighting at the Frank Stephens Theater. Civic will also be doing some minor repair work in the coming months.

We have been working with the Forest Committee to analyze the final Stormwater Management Plan submitted by ForeSite Associates and to develop a prioritized implementation plan to present to the Town Assembly. A significant first step in implementing the plan is our current request for ARPA funding. At this point we are concentrating efforts on the “E” watershed that includes leaseholds encompassing the Pump Path, Wind Lane, Mill Lane, Hillside Road, and Millers Road. We may change our focus as new conditions come to light. We appreciate the continuing support of the Town Assembly in moving forward with this important environmental initiative.

Thanks as always to those who have been keeping our storm drains clear. Please consider “adopting” the drain nearest you.

Finally, as much as we would like to rely on volunteers to help with the variety of projects that come up, we need to identify a person or contractor we can rely on to take care of day-to-day maintenance needs. If you know of someone with access to a truck and tools who may be interested in becoming our village “handyperson”, please let us know. Thanks to Dave Claney for handling these important chores in the past.

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, Chair

Comments/Questions

Carol Larson - American Grass company will bring in a tiller to make the ivy removal more complete instead of just pulling it out by hand. The process would have to be repeated.

In Jeff Steen's opinion, it is not beneficial to the Fels Oak to spread mulch without a soil analysis. He believes you are smothering the superficial roots and interfering with the fungus community, which is a detriment. Carol Larson says because the space around the Fels Oak has been compacted with foot traffic the Arborist group at Penn State recommend that a light mulch would improve the soil structure.

Civic Report – Thank you!

12.6 Community Planning – Jennifer Borders

Inter-Ardens Transportation Working Group Planning is moving ahead on making the community safer and more walkable thanks to the efforts of Ben Gruswitz and the Inter-Ardens Transportation Working Group. There will be a Walkable Communities Workshop in May sponsored by WILMAPCO that focuses on the intersection of Harvey and Veale roads.

The reasons this intersection was chosen first are:

- proximity to the meeting spaces of Candlelight or possibly Ivy Gables
- a complex location with some oddly configured pedestrian paths
- the site of a pedestrian fatality in the past and a recent vehicle on vehicle crash that closed the roads for a couple hours

- the location is shared by two of three villages (Ardentown and Ardencroft)
- the bus stop there may be used by workers at Ivy Gables and Wilmington Montessori

The application to WILMAPCO for the development of a plan to enhance traffic calming and safety solutions along the three state roads –Harvey, Veale, and Marsh Roads have been submitted and is expected to be funded.

WILMAPCO will cover all costs of the planning work including hiring a consultant. When a plan is drafted, each village will have the opportunity to approve the plan at their respective town meetings. Community Planning, Civic and Safety Committees are all part of this Working Group.

American Rescue Fund Act (ARPA)

A petition for a Special Town Meeting received support with more than 25 signatures so that the Assembly can thoroughly discuss and vote on the funding of ARPA proposals. Thank you to all those who worked on this petition. The Special Town Meeting is scheduled for Sunday, May 15, at 4:00 PM, live at the Buzz Ware Village Center. Each proposal will be presented by the applicant(s), discussed, and voted on for funding or not funding by the Town Assembly at the meeting.

The second-round application due date has been extended to Friday, April 15, to give more time to make sure all the required information is in place. Please note that for this round of applications we require at least two bids from contractors, a project timeline, and an assigned project administrator. This is so that the Town Assembly can be given a realistic understanding of what they

will be voting on in May at the Special Town Meeting. The application form can be found on the Community Planning Committee page of the Arden website: <https://arden.delaware.gov/committees/community-planning>. If you plan to apply, please review the application form as soon as possible if you have not already done so. The full applications will be available on the Arden website prior to the Special Town Meeting.

Respectfully submitted,
Jennifer Borders, Chair

Community Planning Report – Thank you!

12.7 Forest – Carol Larson

Storm Water Master Plan news: You'll be hearing about this from Civic Committee as Forest Committee is working closely with Steve Benigni. We met with Drew Hayes from Foresite and we will be meeting with the DNREC representative for the Water Stewardship grant program this week in order to coordinate the timing for grant proposals that are a potential match with the ARPA funds. The DNREC planning grant deadline this spring is April 25. As of now we are concentrating on Watershed E, looking to get specific surveying, civil engineering for stormwater connections to our drainage system, specs for concrete roadway gutters, landscape architecture for site design, construction drawings and New Castle County permitting where needed.

Also, for water management throughout the Village, please consider pervious paving if you are replacing any pavement. I'll be meeting with Rich Cropper who has installed pervious surfaces so we'll have more specific information about the practice.

April is a big month for the Forest Committee. The kick-off for the Arden woods clean-up is THIS Saturday – you can come sign up for your stretch of the woods. (Or go to the sign-up genius on our Facebook Forests of the Arden's). This is coordinated with the other Ardens and the Naamans Creek Watershed Association. It is concurrent with the Christina River Watershed Clean-up – we should have a few tee shirts available if you collect annually. And while you're there we'll be celebrating the ivy festival. Kid friendly crafts, cookies and Elaine's spicebush tea. Extra special reading by storyteller Cecilia Vore - always a treat. Bring your ivy trophies - prizes include expert ivy pulling on your leasehold and gift cards.

We'll have:

- DISC grant for a study of deer impact on regrowth in areas of the woods cleared of invasive species.
- Each week Forest Committee and volunteers, Eric Reed and Lisa Wolfe will remove invasive species from Arden Woods.
- Total volunteer hours for the fiscal year that ended on March 24 is 546, valued at \$12,863.76.
- February 9 Ivy Pull – 12 volunteers cleared ivy from the DISC study Site.
- March 5 – Installed split-rail fence at border of Sunset Farms and Sherwood Forest.
- March 19 – mulch Fels Oak.
- Publish Winter and Spring Leaf

Upcoming:

April 2 – Ivy Festival

April 2 - 9 – Cleanup

April 23 – Tree Planting

Comments/Questions

Cecilia Vore requests that the committee provide some guidelines that constitutes porous paving.

Forest Report – Thank you!

12.8 Playground – Larry Walker

Since the last Town Meeting the required Playground Equipment Safety Inspection was made, and all equipment is in safe condition. Additional playground mulch was ordered and spread under the equipment on both Greens.

The Committee has submitted for ARPA Funding two proposals for new playground equipment, with one piece for each Green. The proposed climber on the Village Green would replace a jungle gym that is no longer compliant with current Playground Safety Requirements, and it would be suitable for children ages 3 to 12 years. The larger climber would be installed on the Sherwood Green, and would also replace a jungle gym that is no longer compliant with current Playground Safety Requirements. That climber would be a considerable challenge to children of a wide range of ages. New playground equipment is a wonderful way of drawing Arden children and their parents to the Greens for play activity and socializing, and it would significantly improve safety for our children.

Keep watch on the north end of the Arden Green for two white squirrel spring rides. They will be installed soon.

The two old horse spring rides are in possession of the Playground Committee. They are exploring ideas about what to do with them.

Submitted by:

Larry Walker, Chair

Playground Report – Thank you!

12.9 Registration – Chair Cecilia Vore

At beginning of Town Assembly meeting the Registration Committee conducted the election of committee members and officers. Nothing further to report.

Registration Report – Thank you!

12.10 Safety – Brooke Bovard

Welcome to Spring.

The Safety Committee has been very busy, largely in coordination with other bodies.

The improvements at Marsh and Harvey are well underway. Please be careful of workers in that intersection.

The Transportation Working Group, a body composed of representatives from all three Ardens, continues to work on a Wilmapco proposal and look at ways to make our transportation network safer and more accessible. I expect a proposal to be finalized soon.

The Safety Committee is in a new phase of sign upgrades and improvements. Thank you to everyone who has brought concerns to us, particularly as regard uncontrolled intersections.

On Friday March 25, 2022, chair Brooke Bovard met with an engineering team from DelDOT, to look on site at the most recent iteration of suggested improvements to the pedestrian crossing at Harvey and Orleans. These would provide level pads to anchor both ends of the crosswalk and make the bus stops safer and ADA accessible. I will meet with anyone to walk the area and show you what the plan is. When it has been finalized it will be posted on the website. They hope to start construction as early as September.

As you heard in the Treasurer's report, there was a check stolen and manipulated from the village. The Safety Committee would like to remind everyone that, in a world where we are increasingly reliant on internet shopping etc., take reasonable precautions both in terms of having items delivered and money going out in a physical form. Sadly, people will steal things from mailboxes as well as porches. There are local postboxes as close as Branmar, and those may be more secure.

Finally, our two spring reminders: First, door to door solicitors in the state of Delaware must have a license and be carrying it. This includes people selling roofing and gutters as well as the mag crews. Not all people who come to your door have good intentions, and we have had occasions where someone distracted a resident at the door while an associate broke in at the back. Be appropriately careful. Second, break out your pruners, and do a little trimming around any signage near your leasehold. This goes for both street signs and

“traffic control devices”, which is government test for stop and no parking signs. Make sure they are visible as we resume more pedestrian activity with better weather.

Special thanks to Treasurer Skip Bailey for his patience with us.

Be kind to each other and feel free to attend our standing meetings, the second Wednesdays of each month, in person at 7:30, at the Buzz Ware Village Center.

Respectfully,

Brooke Bovard, Chair

Safety Report – Thank you!

13.0 Governance Task Force -Ray Siegfried

At our September 2021 Town Assembly meeting, a motion was made and approved to create a Governance Task Force to recommend changes to the Village on governing documents like our state charter, ordinances, policies and procedures. In January, at the Town meeting, another motion was made expanding the membership from 5 to 7; members are Ray Seigfried, Chair, Steve Benigni, Beverly Clendening, Lynda Kolski, Barbara Macklem, John Scheflen (rep. of Community Planning Committee), and Kate Threefoot. The motion also requests that the task force conduct four (4) public meetings each year during January, March, June, and September, which shall be open to all residents. The GTF shall fix rules and regulations for the conduct of the meetings, provided that reasonable opportunity shall be afforded to all persons entitled to notice thereof to be heard at such meetings. All requirements of this

motion have been accomplished and posted on our web page. In addition, we have created a schedule of topics by month throughout the year.

The GTF has been active since its first meeting on February 24th. Our goal is to post draft changes on our web page for everyone's review and comments.

Then, towards November this year, we will review the draft documents and comments for a final recommendation to Town.

Comments/Questions

Comments/questions/requests/feedback from residents suggest email listed on Village website: governance@arden.delaware.gov .top menu select contact all officers and Committee Charis are listed. Select Governance Task Force.

Governance Task Force – Thank you!

14.0 Old Business

◦ Schroeder Trust Document review update

Cookie Ohlson, Jeffrey Politis and Skip Bailey hosted two separate meetings for residents to review the current draft of the Schroeder Trust document. This document is and has been available for review on the Village website. Attorney Ted Rosenthal was available to respond to questions and concerns regarding the draft document. Approximately twenty (20) Village residents attended the two announced Zoom meetings. Questions focused on elements regarding the eventual trustees (alternative name for a trustee, how many, how selected, etc.) how Village residents could request funds, limits on spending, overview of processes, etc. Additional trust specifics focus meetings will be scheduled over the next few months. The goal is to get Village

consensus for an eventual Trust agreement allowing the Village to approve it at September Town Assembly and then a referendum vote in the fall.

Comments/Questions

The first couple of meetings were a general review in which the town lawyer reviewed and addressed questions. Cookie and Skip will go forward by trying to identify key topics in which there maybe additional discussion. As Cookie suggests to focus on topics at public meetings with the purpose to work through some of those issues prior to the next town meeting. Goal is to have document finalized by voting on it at the September Town Assembly to be mailed out with the October referendum.

Mariann Cinaglia questions the legal agreement. She requests “to produce the legal argument which enacts the one-party production and approval of the lease”. Jeff Politis refers her to the January 2019 Town Assembly minutes detailing the settlement in which she will find the language of the final document that states it needs to be approved by Village of Arden.

- Mike Curtis presented a motion at last Town Assembly which was tabled.

Motion: recommend that, after the new reassessment, NCC lower tax rates on buildings only.

Mike Curtis read into the minutes the following motion:

*I move the Town Assembly Village of Arden urge New Castle County at the completion of the reassessment to reduce the assess rates or tax rates on the value of buildings and other improvements only until the desired revenue is attained. **Motion Approved. Unanimous consent***

Jeff and Mike explain further the motion.

The motion is suggesting that the Village of Arden (letter of communications) would be to suggest the county adopt a “Land Value” tax (only lower the rate on buildings). This is asking New Castle County as a whole as they lower their rates (First, to lower rates on buildings and then on land as they get to the number). New Castle County already said “Regardless of how they do assessment, (our property, our land, houses go up a certain amount), if they leave the tax rate the same, then you will collect a % of that. They will end up lowering the tax rate as the asses value goes up. What Mike Curtis is saying, as you lower the tax rate on buildings, not land, as opposed to lowering it across the board.

Jeff will write a letter to the county.

Mike Curtis, Thank you!

15.0 New Business - None

16.0 Good & Welfare

- Brooke Bovard - Tiernan is now doing an internship with Senator Gay and in addition she is washing dishes during the day at the Candlelight Theater.
- Jennifer Borders continues the Bernie Brockman tradition (since she

now lives in their house) to announce that spring has sprung with the delicate, beautiful Blood Root that is bursting forth in the woods. She encourages all to Check it out.

- Danny Schweers, along with Walter Borders, they are participating in the Wilmington art loop and will be exhibiting their work at the Chris White Gallery this Friday. BWVC is also part of the art loop. All are welcome.

17.0 Motion to Adjourn

Adjournment meeting at 10:25: p.m.

Respectfully submitted,

Elizabeth Resko,

Town of Arden Secretary

All are welcome hither

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

Attachments Follow next page

Village of Arden Town Assembly	
Trustees' Financial Report	
January 24, 2022	
Current Assets	
Schroeder Bequest (Arden B&L)	\$ 20,880
Schroeder Bequest (Vanguard)	242,511
Trust Reserve (Arden B&L)	101,663
Trust Reserve (Vanguard)	18,448
M & T Checking Account	53,997
Total Cash & Equity	\$ 437,499
Land Rent Receivable	34,262
Total Current Assets	\$ 471,761
Income & Expenses	
Income Mar 25-2021-June 28-2021	
Land Rent Received	\$ 725,874
Other Income-All Sources	6,171
Total 2020-21 Operating Income	\$ 732,045
Expenses Mar 25-2021-June 28-2021	
Village of Arden	\$ 150,000
Trust Administration*	21,029
New Castle County and School Tax	495,699
Tax Rebates to Leaseholders	41,793
Total 2021-22 Expenses	\$ 708,520.55
Surplus or (Deficit)	\$ 23,524.46
*(Salary, Payroll Tax, Legal, Audit, Bookkeeping, Office Rent, Operations)	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

Village of Arden
Statement of Financial Position
As of February 28, 2022

		Notes
Checking/Savings		
1000 · TD Bank Checking Account	75,217	includes \$310.55 TD bank Buzzware Debit Card
1010 · TD Bank MSA Checking Account	2,749	Municipal Street Aid
1010 · TD Bank Money Market Account	250,287	
		BuzzWare \$388, Schroeder \$14,150 Village
1032 - Arden Building & Loan	31,131	\$16,593
1050 - Fidelity Investments - net value @ 2/28/22	461,514	Schroeder Bequest - initial investment \$301,002
Total Cash	820,897	
LIABILITIES		
2000 · Accounts Payable, Current Liabilities, PR Tax Payable	1,977	
FUND BALANCES		
Buzz Ware Renovation Fund	50,040	
J Schroeder Bequest	475,663	
Memorial Garden	8,858	
Municipal Street Aid	2,749	
Capital Maintenance Fund	30,000	
Village - cash available to meet budgeted expenses @ 2/28/22	83,477	
Vacant Dwelling Fund	27,705	
Playground Grant	30,465	
ARPA Funds	109,963	

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

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

	<u>3/25/21- 2/23/22</u>	<u>Budget</u>	<u>% to Budget</u>	
Revenue				
4000 - Transfer from Trustees - Land Rent	190,000	207,707		
4100 - Donations, grants, rentals	7,598	-		
4510 - Franchise Fee Receipts	8,530	15,100		
4900 - Interest Income	1,389	150		
Total Revenue	<u>207,515</u>	<u>222,957</u>		
Expenses				balance left in budget
6000 - Payroll & Payroll Taxes	17,409	18,448	94.37%	1,039
6300 - Administrative Expenses	19,640	33,040	59.44%	13,400
8000 - Committee Expenses - see detail below	38,130	79,890	45.22%	43,760
8010 - Contributions & Donations	5,480	5,480	100.00%	-
Contingency Fund	-	10,000	0.00%	10,000
8030 - Trash Service	63,952	76,099	84.04%	12,147
Total Expense	<u>142,811</u>	<u>222,957</u>	<u>63.98%</u>	<u>80,346</u>
Surplus (deficit)	<u>64,904</u>	<u>-</u>		
Committee	<u>Actuals YTD</u>	<u>Budget</u>		balance left in budget
Advisory	-	-		-
Archives	1,508	1,620	92.96%	114
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	-	4,500	0.00%	4,500
Civic	28,950	58,000	46.47%	31,050
Community Planning	50	400	12.50%	350
Forest	5,713	7,200	79.35%	1,487
Playground	1,911	3,600	53.08%	1,689
Registration	-	270	0.00%	270
Safety	-	2,200	0.00%	2,200
	<u>36,130</u>	<u>79,890</u>	<u>45.22%</u>	<u>43,760</u>

UNAUDITED
FOR DISTRIBUTION
AND DISCUSSION
PURPOSES ONLY
FOR ARDEN
TOWN ASSEMBLY

	03/31/22	03/31/21	03/31/20	03/31/19	03/31/18	03/31/17	03/31/16	03/31/15	03/31/14	03/31/13	03/31/12	03/31/11	03/31/10
Revenue													
400 - General Funds - Village	0	0	0	0	0	0	0	0	0	0	0	0	0
410 - Donations	1,505	2,000	0	0	0	0	0	0	0	0	0	0	0
410 - Program Donations	7,462	2,194	0	0	0	0	0	0	0	0	0	0	0
4100 - Grants	0	0	0	0	10,150	0	0	0	0	0	0	0	109,965
4400 - Rentals	27,605	5,200	0	0	0	0	0	0	0	0	0	0	0
4420 - Vacant Property Registration Fees	0	0	0	0	0	0	0	0	0	0	0	0	0
4500 - Interest & Dividends/Income	16	0	5,038	0	0	0	0	0	0	0	0	0	0
5300 - SREC	0	1,000	0	0	0	0	0	0	0	0	0	0	0
9500 - Unrealized gains or investments	0	0	11,794	0	0	0	0	0	0	0	0	0	0
Total Revenue	36,093	90,614	16,797	6,820	18,758	0	0	0	0	0	0	0	109,965
Expenses													
6000 - Payroll & Payroll Taxes	15,040	0	0	0	0	0	0	0	0	0	0	0	0
6300 - Administrative Expenses	2,247	124	0	0	0	0	0	0	0	0	0	0	0
6510 - Janitorial Supplies	770	0	0	0	0	0	0	0	0	0	0	0	0
7120 - Utilities (gas, electric, water, telephone)	4,228	0	0	0	0	0	0	0	0	0	0	0	0
7160 - Licenses/Permits/Fees/Other/monitory	596	0	0	0	0	0	0	0	0	0	0	0	0
7100 - Repairs & Maintenance	5,722	0	0	0	0	0	0	0	0	0	0	0	0
8000 - Program Expenses	3,691	167	0	3,185	27,925	0	0	0	0	0	3,323	0	0
Total Expenses	32,684	30	0	3,185	27,925	0	0	0	0	0	3,323	0	0
Surplus (Deficit)	3,409	90,594	16,797	3,635	(8,782)	0	0	0	0	0	(3,323)	0	109,965
Carried forward from balance													
Fund balance													

ARDEN BUDGET 3-YEAR PROJECTION 2023-2026					
		2022-2023	2023-2024	2024-2025	2025-2026
	NOTE	Approved Budget	Forecast	Forecast	Forecast
TRUSTEE'S NON-DISCRETIONARY EXPENSES					
Property Taxes					
County (Property + Crossing Guard)	1	\$120,395	\$120,395	\$124,007	\$127,727
School (Brandywine + Votek)	1	446,619	446,619	460,018	473,818
Trust Administration (Details below)	2	27,516	28,267	29,041	29,838
Audit		5,323	5,483	5,647	5,817
Professional-Legal		6,351	6,542	6,738	6,940
Operations & fees		13,370	13,771	14,184	14,610
Office Rent		2,472	2,472	2,472	2,472
SUBTOTAL TRUSTEE'S NON-DISCRETIONARY EXPENSES		\$594,530	\$595,281	\$613,066	\$631,383
TOWN NON-DISCRETIONARY EXPENSES					
Trash/Recycle Service	3	\$67,260	\$69,278	\$71,356	\$73,497
Operations & Fees	4	21,381	25,002	25,385	25,779
Audit		7,500	8,700	8,700	8,700
Printing, postage, phone, internet		1,500	3,550	3,550	3,550
Insurance		12,381	12,752	13,135	13,529
Legal fees		15,000	15,000	15,000	15,000
Municipal Street Aid		19,446	18,500	18,500	18,500
Secretary		5,725	5,725	5,725	5,725
Treasurer		5,725	5,725	5,725	5,725
Bookkeeping and Payroll Tax Services		6,505	6,700	6,901	7,108
Town Payroll Taxes		1,848	1,848	1,848	1,848
Buzz Ware Village Center Operations	5	30,000	30,900	31,827	32,782
Buzz Ware Village Center Commitment	6	2,000	2,000	2,000	2,000
SUBTOTAL TOWN NON-DISCRETIONARY EXPENSES		\$174,889	\$180,677	\$184,266	\$187,963
BUDGET EXPENSES					
Advisory		\$100	\$100	\$100	\$100
Archives		1,800	1,800	1,800	1,800
Assessors		100	100	100	100
Budget		100	100	100	100
Buzz Ware Village Center Support	7	5,000	5,000	5,000	5,000
Civic Committee		58,000	58,000	58,000	58,000
Community Planning		500	500	500	500
Forests		8,000	8,000	8,000	8,000
Playground		4,000	4,000	4,000	4,000
Registration		300	300	300	300
Safety - General	9	3,400	3,400	3,400	3,400
Safety - Speed Enforcement	9	1,000	1,000	1,000	1,000
ACRA		2,000	2,000	2,000	2,000
Arden Page		500	500	500	500
Arden Library		1,200	1,200	1,200	1,200
Fire Companies		1,600	1,600	1,600	1,600
Arden Club Donation		500	500	500	500
Contingencies	11	10,000	10,000	10,000	10,000
SUBTOTAL BUDGET EXPENSES		\$98,100	\$98,100	\$98,100	\$98,100
American Rescue Plan Act (ARPA)	12	\$219,926			
TOTAL TOWN EXPENSES		\$492,915	\$278,777	\$282,366	\$286,063
TOTAL TRUSTEE & TOWN EXPENSES		\$1,087,445	\$874,059	\$895,432	\$917,446
Expected Offsetting Income					
Municipal Street Aid		\$19,446	\$18,500	\$18,500	\$18,500
Buzz Ware Village Center Operations		30,000	30,900	31,827	32,782
American Rescue Plan Act (ARPA)	12	219,926			
Other Town Income					
Interest and Other Income	13	18,100	18,300	18,300	18,300
TOTAL Offsetting Income		\$287,472	\$67,700	\$68,627	\$69,582
Additional income required		\$799,973	\$806,359	\$826,805	\$847,864
Place-holder budget item					
Town Legal Expenses		\$15,000	\$15,000	\$15,000	\$15,000
Contingencies		10,000	10,000	10,000	10,000
Capital, Maintenance, and Repair Fund	14	0	0	0	0
Buzz Ware Village Center Support		5,000	5,000	5,000	5,000
Total Place-holder budget item		\$30,000	\$30,000	\$30,000	\$30,000
Final Deficit		\$769,973	\$776,359	\$796,805	\$817,864

NOTES 2023-2026

1. Property Taxes: County Taxes – New Castle County taxes are estimated to remain unchanged in 2023. School Taxes – No change anticipated in 2023.

NOTE: The New Castle County property and school taxes are grossed up to include rebates paid to qualifying leaseholders."

2. Trustee's Administration expense estimate.

3. Trash/Recycle Service – Current contract with Trash Tech signed in 2021 includes a 3% annual increase.

4. Operation and Fees includes payroll.

5. 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.

6. BWVC Renovation Fund from Arden of \$2,000 matches other villages' recent annual contributions.

7. Buzz Ware Support – 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.

8. Capital, Maintenance, and Repair Fund – Fully funded in 2018-2019. No need to collect additional funding until money is utilized.

9. Safety Committee and Speed Enforcement: dollar amounts appear as individual items in the annual budget ballot and in the 3-year projection.

10. No change in donations.

11. Contingencies unchanged

12. Funds from the American Rescue Plan Act (ARPA) were included under projected income and moved from non-discretionary to discretionary expenses.

13. Interest and Other Income - Interest income from the Schroeder bequest is not included in this line item.

14. Capital, Maintenance, and Repair Fund added to list of place-holder budget items