

Advisory Quarterly Meeting Minutes

January 2, 2023

Attendance: Jeffrey Politis, Skip Bailey (zoom), Elizabeth Varley, Simon Hamermesh, Larry Walker, Carol Larson, Bev Clendening (zoom), Steve Benigni, Betty O'Regan, Deborah Ricard, Jennifer Borders, Helen Ohlson, Lisa Mullinax (zoom), Toby Ridings

Village Chair, Jeffrey Politis, convened meeting at 7:36 p.m.

AGENDA

1. Acceptance of previous Advisory Minutes. September 2022 Advisory Minutes approved as presented
2. Set Agenda for next Town Assembly

The January 2, 2023 Town Assembly agenda for postcard mailing was approved as follows

- Advisory Committee Report Nominations for Committees & Officers
Submit nominees to: Advisory@arden.delaware.gov
- *Playground Committee – Motion approval of GaGa pit.*
- *Governance Task Force Motion to extend time of its full report from March 2023 to March 2024*
- *New Business Warren Rosenkranz Motion ban glyphosate-based products on Arden's open spaces.*
- .Old Business Schroeder Trust update

2a. Call to Order

2b. Approval of Minutes

2c. Recognize New and Departed Residents - Tom Holloway

2d. Visitors (though none at this time)

2e. Reports by Officers and Trustees

- Town Chair– Jeffrey Politis
Maybe an update on Vacant Housing Ordinance.
- Trustees - Carl Falco
- Treasurer - Skip Bailey (Absent)
- Advisory – Sachin Puranik (Absent) Nominations for Committees & Officers

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Elizabeth Varley, registration, reviewed the current list of committee members and chairs (copy follows minutes) for any changes that require replacements, like resignations or someone moving away. If there are changes, they can be taken care of at the January meeting. Elizabeth reminded all committee chairs that everyone needs to have a list of candidates for March. Candidates should be compiled by the Advisory Chair, Sachin Puranik, and presented in the Advisory Report at the January meeting.

Affidavit requests for Absentee Voting for March elections will be revised and posted on the Village website around January 15th.

Reviewed a check list/timetable of nomination process (copy follows minutes).

*Advisory will mention in their report that the Community Planning Committee is holding a retreat. Refer to Community Planning Information below for details.

- Board of Assessors– Deborah Ricard
- Safety- Simon Hamermesh
- Registration- Cecilia Vore
- Playground– Mark Wood
Larry Walker Motion to approve GAGa pit.
- Forest- Co Chair
Carol Larson & Bev Clendening
- Community Planning– Jennifer Borders
Retreat mention will be part of Advisory Report. Retreat Feb 4, 9 to 3 at BWVC and breakfast and lunch will be provided.
Community Planning sent out survey to obtain a sense of what people want to discuss at the retreat. The survey is from two perspectives: one from your personal preference and the other from committee preference. This survey is a rating method, and not ranking method. 10 to 1: 10 being the highest. Community Planning Committee Invite was extended to: Trustees, Officers and Community Planning committee as a whole, and one representative of each committee and Governance Task Force.

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During Covid, ACRA was interested in helping people financially. Claymont Community Center agreed to manage the ACRA support fund because of the importance of anonymity (this is sensitive personal information) and because they can also provide other state services (i.e., food, medical, etc.) which Arden is not equipped to do. The money was specific to Arden residents. A couple thousand dollars were collected and Claymont Community Center paid expenses directly to the recipient on behalf of the Arden residents. The committee wants to continue to provide financial support and would like to use the Vacant Housing Funds (non-tax fund) because it is an appropriate source for emergencies situation to paying rent/mortgage, etc. with limits of \$250 (they are interest in increasing the limits to \$500) (total limit \$5,000/Annually). (To establish policy and procedure to request Vacant Housing funds refer to: Town Assembly - January 26, 2016 11.6 Community Planning - Motion to Establish Policy. Copy follows minutes). Ardentown and Ardencroft presently do not have a Vacant Housing Policy in place and therefore they have no VH funds to donate. It has been suggested that they figure out a way to participate and use their collected VH funds to offer financial support for their residents. It has been suggested to get a feel about the other Ardens and what they want to do.

- Civic- Steve Benigni
Civic report will provide update on the status of Fels Oak about dead wooding and crowning reduction.
- BWVC Chair Betty O'Regan & Toby Ridings
- Budget– Deborah Ricard Budget provide refreshments
- Audit- Cookie Ohlson
- Archives– Lisa Mullinax

2f. Governance Task Force– Ray Seigfried

Motion: “Town Assembly extends the time to the Governance Task Force to issue its full report from March 2023 to March 2024”.

2g. Old Business Schroeder Trust update

2h. New Business

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Motion From Warren Rosenkranz regarding glyphosate:

“I move to impose a permanent moratorium on the use of Roundup and all other glyphosate-based products on Arden's open spaces.”

2i. Good and Welfare

2j. Adjourn

3. Old Advisory Committee Business

There is a growing interest in offering hybrid Town Assembly meeting to accommodate elderly, residents during bad weather conditions, families with children, people traveling, etc. The real concern about hybrid meeting is during elections in March and registration says it is very difficult. Do those who zoom participate in meeting or are they just observers. The club is looking into this. Debbie, Simon and Liz will investigate what is involved to offer hybrid.

4. New Advisory Committee Business

5. Guest Comments & Questions

6. Adjourn 9:08 p. m.

Attachments follow:

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Arden Election of Committees and Officers Timetable for Nominations & Election

Respective duties of
Registration Committee, Advisory Chair, Committee chairs, Town secretary

mid-DEC	Registration sends notice to Jan. Arden Page re: Absentee Affidavits Advisory Chair sends article to Arden Page inviting nominees Advisory Chair reminds Advisory Committee to gather nominees
JAN 15	Registration posts Affidavit Request for Absentee Ballot
JAN Advisory	Committee chairs bring their list of nominees
throughout Jan	Advisory Chair/committees continue recruiting nominees still needed to complete the slate
mid-JAN	Registration sends notice to Feb. Arden Page re: Feb posting of DRAFT BALLOT, absentee voting.
before JAN town meeting	Registration activates nominee statement form and nominee blog page on web.
JAN town meeting	Advisory Chair presents full slate of nominees. Further nominations may be made from the floor. Advisory Chair invites nominees to post statements on web.
FEB	Advisory Chair continues to remind committee chairs of the need to fill missing nominees. If this is ineffective, the Advisory Chair will recruit suitable nominees.
FEB 2	Registration posts DRAFT BALLOT, directing that corrections and additions be sent to Advisory Chair .
mid-FEB	Registration sends article to Mar. Arden Page re: election, sample ballot, absentee voting, nominee statements on web
MAR Advisory	Registration presents PROOF BALLOT. Committee chairs sign proof. Nominations closed. Election is placed as first item on March agenda. Registration gives Secretary election statement to be included on mailed agenda.
next day	Registration prepares final ballot, mails Absentee ballots, posts SAMPLE BALLOT.
1 week before MAR meeting	Deadline for receipt of Affidavit Requests for Absentee Ballot. Registration submits boilerplate statement to April Arden Page directing people to website and bulletin boards for election results.
MAR meeting: 6pm	Deadline for receipt of Absentee ballots
MAR town meeting	Election
Tues or Wed eve after meeting	Vote count
ASAP	Registration posts results. Also: de-activate nominee statement blog page on web.

CAV/ 1/2/2023

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Village of Arden • Committee members, chairs, terms • July 14, 2022

<i>COMMITTEE</i>	<i>Chairperson</i>	<i>Elected 3/22/21 Serving until 3/2023</i>	<i>Elected 3/28/22 Serving until 3/24</i>
Archives archives@arden.delaware.gov	Lisa Mullinax h. 302-529-7399	Maria Burslem Barbara Macklem Lisa Mullinax	Barbara Henry Elaine Hickey
<i>Assessors, Board of</i> Elected each fall; not a standing committee; see arden.delaware.gov for contact information			
Audit audit@arden.delaware.gov	Cookie Ohlson	Deborah Ricard Laura Wallace	Cookie Ohlson
Budget budget@arden.delaware.gov	Deborah Ricard c. 302-690-4228	Brooke Bovard <i>conf.6/28/21</i> Bob Erenberg <i>conf.1/24/22</i> Deborah Ricard	David Gerbec Vicki Scott
Buz; Ware Village Cntr Comm bvvc@arden.delaware.gov	<i>co-chairs:</i> Betty O'Regan Toby Ridings	Maria Burslem Betty O'Regan Toby Ridings	Patrick Barry Susan Stith
Civic civic@arden.delaware.gov	Steve Benigni	Rick Ferrell Ed Rohrbach Mark Wood	Steve Benigni Carol Larson
Community Planning planning@arden.delaware.gov	Jennifer Borders	Jennifer Borders Ron Meick Pam Politis	John Schefflen David Gerbec
Forest forest@arden.delaware.gov	<i>co-chairs:</i> Carol Larson c. 215-806-5131 Beverly Clendening	Carol Larson Keri Will-del Tufo Lisa Wolfe <i>conf.6/27/22</i>	Beverly Clendening Eric Reed
<i>Governance Task Force</i> a one-year special task force; not a standing committee. See arden.delaware.gov for contact information			
Playground playground@arden.delaware.gov	Mark Wood	Mike Klein Mike Moran <i>conf.6/27/22</i> Madeline Rogers <i>conf.9/27/21</i>	Larry Walker Mark Wood
Registration registration@arden.delaware.gov	Cecilia Vore	Marcia Schefflen Elizabeth Varley	Rebecca Meick Steve Tanzer Cecilia Vore
Safety safety@arden.delaware.gov	Simon Hamermesh	Brooke Bovard <i>elected 6/28/21</i> Simon Hamermesh <i>elec 6/28/21</i> Chris Junk	John DiGiacoma Stephen Harcourt

TOWN OFFICERS

Serving 3/22-3/23:

Town Assembly Chair: Jeffrey Politis
ardenchair@arden.delaware.gov
302-383-0429

Town Secretary: Liz Resko
secretary@arden.delaware.gov

Advisory Chair: Sachin Puranik
advisory@arden.delaware.gov

Serving 3/22-3/24:

Town Treasurer: Skip Bailey
treasurer@arden.delaware.gov

* **Convener** (when indicated following March election) = elected; highest vote-getter; responsible for convening the committee within 30 days of election.

Procedure for filling a vacancy

When a vacancy occurs in a committee, a replacement is elected at the next Town Meeting to complete the unfinished term. To elect a replacement, the committee may agree on a nominee (usually after considering previous nominees and volunteers) and present this single nominee to the Town Assembly, along with a call for further nominations from the floor. If there are no further nominations, confirmation is by voice vote. An election among two or more nominees may be conducted by voice vote or secret ballot.

Prepared by Cecilia Vore for Registration & Advisory committees. Please send changes to: registration@arden.delaware.gov

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Town Assembly January 26, 2016 11.6 Community Planning - **Motion to Establish Policy**

Policy Establishing Expenditures from the Registration of Vacant Dwellings Ordinance #15

Purpose

Motions/Resolutions Presented

This policy is designed to define both the purpose and process for use of funds collected from the *Annual Registration of Vacant Dwelling and Registration Fees Ordinance #15*. Use of this fund is restricted to the indented purpose of the Ordinance which is to protect the public health, safety and welfare of Arden and to encourage civic engagement throughout the Village.

Process

- All collected money from the Ordinance will be accounted for as a separate Village fund in perpetuity.
- Any resident of Arden can submit a project to spend this fund by presenting it before a committee. If the Committee accepts the project, it will send the project to Community Planning Committee for their review and incorporate it in their report at the next Town meeting.
- Community Planning Committee will review the project to ensure that it meets the purpose of the fund and if so present it to the Village Officers for final approval.
- The Village Officers will review the project and have the final approval for the expenditure of this fund.

Motion Questioned called

Policy to establishing expenditures from Registration of Vacant Dwelling Ordinance #15

Motion Passed Unanimously