

GTF: Ordinance and Policy Sub-Task Force Meeting Minutes Thursday, March 16, 2023

Attendees: John Scheflen and Bev Clendening

Meeting was called to order at 7:32.

Minutes from the February meeting were approved.

There has not been much response to the questionnaire on policies that was sent out in January. Responses were received from: Forest, Civic, Audit and Community Planning Committees. There has been no response from the Officers or from the Archives, Budget, Advisory, Buzz Ware, Safety, Playground and Registration Committees. John will send follow up emails to Committees that did not respond.

Policies from Registration are well done but they still need to be checked against the Charter and the Ordinances.

We reviewed the list of Motions from all Town Assembly meetings between January 1985 to January 2023 that were compiled by Liz Resko, Town Secretary. Some motions are policies that were approved but do not appear to be published in a way that would be accessible to Village Residents.

The motions that need to be reviewed are enumerated below.

1. September 24, 2018, Advisory Committee Report. Motion to create a standing policy to limit the time spent at town meeting on questions and answers after committee reports to five minutes total and to allow members only one question each unless time allows for additional questions. The motion was approved and is being implemented but does not appear as a policy. A set of policies governing Town Assembly meetings should probably be published.
2. September 24, 2018 – Third reading of Amended Ordinance #14. There was a motion to remove the “Village of Arden” from the final paragraph of the amended Ordinance #14. The phrase, “approval of ADUs by Trustees, New Castle County and the Village of Arden” would change to “approval by the Trustees and New Castle County.” The motion was approved. Ordinance #14 as published in multiple places does not remove the words, “Village of Arden.” In addition, these words are retained in the GTF recommendation for Ordinance #14.
3. September 24, 2018. Motion to impose a permanent moratorium on the use of Roundup and all other glyphosate-based products on our Greens was approved. This policy should be published in the policies link under Civic Committee. This policy was included in the list of policies submitted by the Civic Committee but it does not appear in the list of policies on the Arden Web Page.
4. September 22, 2014. Policy requiring Civic Committee post a notice of any tree removal (under Civics’ jurisdiction), on the specific tree, at least five days before tree removal

except in cases of emergencies was approved. This policy is not published on the Civic Committee web link or in the policies pull down menu on the Arden Web Page.

5. September 23, 2013. Treasurer's Report. Motion to establish an Investment Advisory Board. John will follow up on this with Jeffrey and Bev will follow up with Skip.
6. June 28, 2010. Treasurer's Report. It was moved and approved that the Officers of the Village of Arden (i.e. Town Assembly Chair, Secretary of the Town Assembly, Treasurer of the Village of Arden and Advisory Committee Chair of the Village of Arden) are authorized to establish bank accounts, checking accounts, and financial accounts in the name of the Village of Arden for the purpose of managing the funds of the Village. Such accounts shall require signatures from two of the four officers.
7. September 23, 1996. Extension of Section 2 of Ordinance 12 (July 1982) dealing with use of the commons. The wording of the text is different from the present Ordinance #4 (adopted Sept 22, 2018 which is a revision of Ordinance #12. Bev will check this for the next meeting. The dusk to dawn restriction may need to be added to the Forest Stewardship Policy
8. June 24, 1996. Civic Committee Policies for the use of the Field Theatre. These are much more detailed than the summary presented to the GTF by the Civic Committee. This policy is not published in the Policies pull-down menu or in the Civic Committee web site. The details concerning reservations can be found in the Permits and Forms pull-down menu.
9. January 24, 1994. Motion to approve revisions to the Buzz Ware Building Use Policy. The current policy appears in the Buzz Ware webpage. It might be useful to add these policies to the Arden Web Page Policies pull down menu.

Policy on Policies

Hold until next month so we can include Kate in the discussion.

Meeting was adjourned at 8:31.