

Civic Committee Convening and Monthly Meeting Minutes
Sunday, April 23, 2023

Attendance: Steve Benigni, Walter Borders, Garrett Colgan-Snyder, Carol Larson (via Zoom)
Absent: Rick Ferrell

Call to Order: Garrett Colgan-Snyder convened the meeting at approximately 7:30 p.m.

Minutes: Due to the absence of a majority of committee members present at the March meeting, the March 2023 minutes will not be approved until the next meeting that Steve, Carol, and Rick (a majority of the previous year's Civic Committee) are present.

Convening Items:

- **Review of Required Documents**

Freedom of Information Act: Garrett read the FOIA checklist, and there was a short discussion of how Civic will comply.

Conflict of Interest Policy: Garrett read the policy, and there was a discussion about whether a conflict of interest exists in cases like Steve's being Civic Committee Chair and his participation in discussions and votes that involve The Arden Club, on whose board he sits as a representative of the Ardensingers. The consensus was that there was no conflict. Garrett suggested that the Governance Task Force amend the wording of the two policy documents to be gender neutral.

- **Election of Civic Committee Chair:** Steve was unanimously elected as Committee Chair. The committee agreed to identify and establish areas of responsibility for each member to provide leadership and to report upon.

Agenda Categories:

- **Budget**

Steve reminded the committee that a new fiscal year has begun, and that there is approximately \$10,800 in Municipal Street Aid funds that have carried over to the current fiscal year.

There have been suggestions that because the committee has finished the last three years significantly under budget, the committee should consider submitting a smaller budget request this year. After identifying several already-incurred and possible project commitments, and on noting that Civic projects and expenses can vary widely in typical years, the committee decided to monitor expenses for both necessary and appropriate projects for one more year before considering a reduction in our budget request.

Walt suggested developing a spreadsheet containing historical information on expenditures. Steve showed a copy of the informal budget worksheet the committee has been using and suggested that the Treasurer may be able to provide historical numbers, but that it may prove difficult to compile.

Carol suggested that we explore obtaining engineering drawings and specifications for improved catch basins.

- **Projects / Grants**

ORPT: Steve provided background information about the Clubhouse Path matching grant.

Carol reported that the project was on schedule and that an item of concern is identifying the appropriate survey or data source to ensure ADA slope compliance.

Watershed “E” Grants

SWMPG: ForeSite continues to work on developing the engineering plans for the Storm Water Management Planning Grant and affected leaseholds.

Implementation Grant: The committee is waiting for grant application information to be released by DNREC.

- **Roads / Paths**

Steve described the two-year system Rick is using with Smith Paving to identify road repair and repaving priorities. Garrett had suggested a similar three-year contract plan that gives responsibility to the contractor to identify, plan, and implement.

Steve requested that committee members look at street markings to determine whether repainting should be considered this year.

- **Flooding on Fire Lane Leaseholds**

Steve outlined a request/complaint received from the leaseholder at 2033 Marsh Road (along Fire Lane). There is frequent flooding on the leasehold from storm water runoff from Marsh Road and from the leasehold across Fire Lane. The problem had been exacerbated by the grading from the new house construction on Fire Lane and by DelDOT’s redesign of the intersection of Marsh, Harvey, and Grubb Roads. The committee agreed that the leaseholder should use state forms and procedures to have DelDOT mitigate the Marsh Road source water, and that Civic will consider if subsequent action is warranted by the village.

- **Missing Street Sign**

Steve will obtain leftover new street signs from Mark Wood, and the committee will install signs at the corner of Hillside and Orleans.

- **Bulletin Board**

We will follow up with Ed Rohrbach to replace the broken Lexan covering on the Village Green bulletin board.

- **Greens**

Aeration: We received two quotes for greens aeration. Carol will follow up with Paul Antonio to aerate the Village Green and the unmeshed portion of Sherwood Green this fall.

GrassProtecta Mesh: The committee did not proceed with plans to purchase additional TYPAR GrassProtecta mesh for the overflow parking at the Buzz because of uncertainty as to whether the installation would solve the problems of grass protection and surface mud formation. We suggested that representatives of the village and the Arden Club meet to discuss the overall parking situation and appropriate ways to prevent and repair damage to the green.

Overflow Parking Grass Repair: We are awaiting a quote from Rich Cropper to scrape and reseed the damage portion of the overflow parking area. The committee voted to pre-approve the quote, subject to the condition that if one or more committee members does not agree with the subsequent quote, the committee will hold an emergency meeting to discuss and re-vote.

- **Trash Tech Service Complaint**

Jeffrey Politis and Steve spoke with Rick Knight at Trash Tech about complaints from residents of the Ardens that the crew was commingling yard waste with household waste. The company is aware of our concerns and has recommitted to following the rules regarding yard waste established by the DSWA.

- **Downed Wire**

Steve reported that the downed wire along the Pump Path has been repaired by one of the communication company crews.

Adjourn

Respectfully submitted
Steve Benigni
Civic Committee Chair