

## Arden Civic Committee Meeting Minutes Wednesday, May 24, 2023

**Attendance:** Steve Benigni, Carol Larson, Rick Ferrell, Garrett Colgan-Snyder, Walt Borders  
Guest: Larry Walker, for a proposal to recycle village electronics

**Call to Order** Steve Benigni called meeting to order at 7:38 p.m.

**Approval** March 2023 Minutes approved as presented, April 2023 Minutes approved with change of Walt for Garrett in researching past vendor payments.

### Categories

- Administrative
  - Meeting Schedule
    - Tabled until Garrett could attend. (Note, he arrived late and the issue was not brought back up.)
  - Individual Committee Roles
    - Carol: Plants and trees
    - Rick: Streets and snow removal
    - Garrett: Contractor liaison
    - Steve: Lawn Contractor
    - Walt: Research past Civic activities for vendors
  - Discussion: Need for a Handy-Person position.
    - Requires insurance and/or license
    - Possible workaround would be to make them an Arden employee
    - Highly desired if person had access to a truck
    - Garrett will research candidates
  - Larry Walker's Electronics Recycling proposal
    - Larry presented his proposal.
    - Vote: unanimous yes
    - Date: June 17, 9-1pm, Larry's trailer at the Buzz Ware Village Center
    - Walt will use Larry's written article and send it to the Arden Page to advertise.
  - Ordinance #4, Section 8
    - Civic is required to establish and post rules for the use of the commons, while the Forest Committee is required to do the same for use of the forests
    - The Governance committee will be asked about the language
    - Steve and Walt will follow-up for Civic. Carol and the Forest Committee will fulfill their responsibilities.
- Projects / Grants
  - ORPT\* (definition below)
    - ADA Workshop
      - Steve attended workshop in Dover
      - Steve is our ORPT person
      - Carol will work with Danny Schweers about treating bamboo
      - ADA compliance for Clubhouse Path
        - Side-to-side slope no more than 2%
        - Downhill slope needs to be calculated
        - Village will need to approve work
        - Is Arden too small a municipality to be required to meet ADA?

- SWMPG \* (definition below)
  - Jeff Steen Stormwater Meeting
    - Carol attended meeting
    - There were points of disagreement and agreement between Jeff’s presentation and the current approved plan
    - Idea: better communication/transparency will lead to less opportunity for misunderstanding.
  - ForeSite online E-meeting the following day, Thursday
  - Stormwater control at Barbara Shippy’s leasehold and Inn Lane.
    - Discussion about the impact and what might be the best solution.
      - Curb and/or berm.
      - How will it affect nearby leaseholds?
    - Noted that Barbara has been working on the problem herself
    - Walt will be the Civic contact for Barbara.
  - Other stormwater problem areas
    - Fire Lane
    - Pump House path to Wind and Mill Lanes.
    - Meadow Lane curb is missing
  - Storm drain catch basin maintenance and repair
    - Need to find someone to work on drains.
    - No often done in the past to the perceived Cost/Benefit
    - Steve will look into eligibility for using MSA funds
- Roads / Paths
  - Patching and Paving
    - Steve will check his notes and documentation from his ADA workshop and forward his findings to Rick and the Committee to confirm his impression that milling and overlaying is considered an alteration and not maintenance.
    - Rick monitors the vendor working on the “wearing course”, ensuring the top layer, to be either parallel with curb or below the top of the curb.
    - Rick notes that last winter the village did not have the kind of Freeze/Thaw cycle that strongly breaks down the wearing course.
    - Civic spends roughly \$20,000 per year on road maintenance for 11,000 – 12,000 sq. ft. at about \$2.00 per sq. ft.
    - Rick is to circulate the proposed paving work for the upcoming season for the committee to review. At the next meeting we would discuss going forward with the paving AND resolve whether to move on standard or non-standard markings (once we decide the vendor needs 2 weeks to prepare/schedule both).
  - Road Markings Condition
    - Vendor Ed Smith of Smith Paving, Inc. has a proposal to paint the village road marking for \$850.00
    - Note: Smith’s paint dries quickly. A different product used in Ardentown spread in the rain and car tracked away it on the roadway.
    - Discussion: Whether to repaint village road markings and whether to use MUTCD standard road markings or continue the existing design and color. Vote postponed until June, when we will have a revised quote.
    - Note: if we go with “standard” markings there will probably be some kind of upcharge to blacken out the old markings before stenciling the new.

- Widening Hillside Rd at 2118 Hillside
  - Liz Resko requests that the road pavement be extended to her mailbox. Discussion about where her leasehold boundary is and how it would impact the other nearby leaseholds.
  - For lack of information, this item is tabled.
- Road Sign at Orleans & Hillside
  - No discussion on this agenda item other than to say it's near Liz's house.
- DelDOT's ADA intersection project at Orleans and Harvey roads
  - Is DelDOT completely finished?
  - What does Arden have to do to finish the project on the north side of the crosswalk as the walkway flows into Orleans?
  - Decision: wait for the upcoming Wilmapco meeting on Traffic Calming to see what other road changes might be coming to the village.
- Greens
  - Overflow Parking Area Repair
    - Decision: wait until fall to have Rich Cropper re-grade and over seed.
  - "Backstop Curve" repair
    - Rick has two ideas about the repair
      - Make the driving surface gravel
      - Use plastic mat under gravel to give greater support
    - Garrett suggests removing the backstop and moving the basketball court from behind the BWVC to vicinity of the current backstop to provide a surface that can withstand cars making turns
    - Nothing was decided
- Field Theater Cleanup and Maintenance
  - The tree behind the stage that was topped, is distracting, but is useful because it supports a light. Consider having it carved to look better
  - The stockage fence that forms a screen behind the stage is deteriorating.
    - To be considered: Who should pay for theatre sets and equipment?
      - Nothing decided
  - Parking on Arden Green
    - The Parking Policy allows Shakespeare and the Arden Fair only
  - Fee policy for use of the Field Theater
    - Upcoming Concert Guild ticketed event given one time free pass.
    - Discussed a 4-tier policy:
      - Private/exclusive use
      - Outside use with fee
      - Arden related use with fee
      - Free event
    - Nothing decided
- Trash Tech Services
  - Naomi Clark's trash was missed and Trash Tech made a special trip to resolve the issue.
- American Grass Services
  - Cleared Patros' Path
  - Picked up collected stick piles

- Arden Construction Refund
  - Winter with no snow: the Village should at least get a partial refund. In the past, they refunded the retainer but not the prep fee.
- Maintenance Projects
  - Village Green Bulletin Board
    - Saturday May 27, 2023 10am Hanging
- Tree Work
  - Tree Removal Notices: there is a policy that a tree that is to be removed needs, five days in prior to the work, to have a sign posted on it to the effect that it is going to be removed.
  - There are Ash trees that need treating for the Emerald Ash Borer. Six Ashes are along Pond Lane in the ROW. Carol is licensed to do this work
  - There are three potted Elm trees that need to be planted. Donated by Garrett!

**Adjourn** 10:40p.m. Respectfully submitted Walt Borders

\* ORPT refers to DNREC's Outdoor Recreation, Parks and Trails grant program, through which we received funding to renovate the Clubhouse Path. Steve serves as the Project Coordinator for this grant, while Carol is coordinating the timing of the treatment and removal of the bamboo culms and rhizomes. The remains of the bamboo after cutting will be treated chemically to prevent further spreading. The chemical will be applied individually to each cutting, not sprayed.

\*SWMPG refers to our Storm Water Management Planning Grant which is funding the engineering and planning for the three BMP (Best Management Practices) projects in Watershed E by ForeSite Associates.