

Arden Civic Committee Minutes

Wednesday, October 25, 2023

Attendance: Steve Benigni, Carol Larson, Garrett Colgan-Snyder, Walt Borders

Rick Ferrell not attending.

Guests: Linda Kolski, Jeffrey Steen

Steve Benigni called a regular meeting to order at 7:34 p.m.

Approval of September 27, 2023 Minutes

Categories

- **Administrative**

- **Election Candidates**

- Two positions open
 - March elections

- **Expenses Update**

- Not a complete view of civic financial activity

- **Maintenance/Handy worker job description**

- There are no village job descriptions

- **Communication/Document storage**

- There is a strong need for the ability to communicate across the village and share documents.

- **Projects / Grants**

- **ORPT**

- Work must be completed June 2024

- The work site and Rich Cropper has everything they need to begin the work.

- **SWMPG (Surface Water Management Planning Grant)**

- Two leaseholders have signed memorandum of agreements.

- **Discussion with Jeffrey Steen**

- Under what authority does the Trust enter into an agreement with a leaseholder?

- How does the agreement transfer through to a new leaseholder?

- **CWQIG (Community Water Quality Improvement Grant)**

- Community Grant deadline is November 7th.

- Decided: permission given to apply for one or more grants.**

- **Roads / Paths**

- **MUTCD Road Markings Standards**

- After discussion, we will use the MUTCD to paint the speed humps.

- **Patching and Paving**

- In the future we will choose companies based on their expertise and price, some are better at grading and sloping the roadway and some are better suited to filling in potholes and other pavement work.

- We should have a committee member present, Contact Person, while work is being done to ensure that it meets the contract criteria.

- Special, non-recurring projects need to use signage to inform residents what the work is and who the Contact Person is.

- **Road Sign Post (Hillside and Orleans)**

- Garrett will take care of it.

- **Craft Shop Museum Sign Post (Harvey and Orleans, near the bus stop)**
Garrett will take care of it.
- **Greens**
 - **Aeration & Seeding**
The aeration work was done
- **Trash Tech Services/Sustainable Environmental Services (SEM)**
 - Preparations are underway for a three village meeting with SEM
- **American Grass Services**
 - There will be one last cutting for the year.
 - Leaves will continue to be collected, particularly around the Memorial Green.
- **Arden Construction Snow Plowing & Salting**
Rick reported the new increased rates are reasonable based on rising costs.
Decided: we accept the new contract with Arden Construction
- **Maintenance Projects**
 - **Hiring a Handyperson**
 - What is the village's official policy about creating employees?
 - At what level of employment do hired people need insurance?
 - There is an informal "reasonableness test" to determine if insurance is needed, per job.
 - Currently, we will hire workers informally, per job.
 - There was discussion about determining what a fair hourly rate would be.
 - What is the insurance status for volunteers?
 - Garrett will contact Skip, the Treasurer.
 - **Millers Rd. Fence Rails**
There are rails available on Sunset, will wait until poison ivy dies back to recover rails.
- **Tree Work**
 - **Linda Kolski**
Decided: to raise the amount we are giving to Linda to \$650, due to Charlie Tree upping the cost of the work.
- **Miscellaneous**
 - **Memorial Plaques**
Walt has an appointment to attend Archive's regular monthly meeting.
- **Tree Grants**
 - A master planting plan will be developed
 - A group of interested people will be used to decide how to introduce new plants

Adjourned Meeting at 10:49 p.m.

Respectfully Submitted
Steve Benigni, Chair
Minutes taken by Walt Borders