

Village Assembly Meeting Minutes

May 18th, 2026



CALL TO ORDER/MINUTES APPROVAL

The regularly scheduled meeting of the Village of Ardencroft was called to order at 7:07pm on May 18th, 2026.

The minutes of the previous February 16th 2026 meeting were posted on the ardencroft.delaware.gov website. The minutes of the February 16th, 2026 meeting were approved with no corrections.

GUEST SPEAKERS

None.

OFFICER'S REPORTS

Chair's Report

Ken Morrison reported. This is Ken's last meeting as the Chair. Thanks to Don, Jenn, and the various committee members that do the heavy lifting of running the Village. Next meeting we'll have a new Village Chair. There are some housekeeping issues tonight under "New Business."

Secretary's Report

No report.

Treasurer's Report

Don Lipari reported. Don discussed the Financial Report (2/16/2026 - 5/17/2026). Highlights are below:

- We received checks from the Ardencroft Association for our yearly operating expenses, trash service, and the \$2500 we requested for emergency dead tree removal.
- We made our yearly contributions to our community groups this period.
- We have received all of the \$35K grant funds from DNREC - ORPT.
- We have received almost all of the \$17,697 grant from DeIDOT CTF (awaiting receipt from the final invoice).
- The "Other Grants & Contributions" income reflects the income from DNREC - ORPT, DeIDOT CTF, and the Ardencroft Association emergency payment.
- Still awaiting the bill from Ron (\$2500) for emergency dead tree removal.
- The other two Ardens reimbursed us for their third of the ESRI mapping tool.

DIRECTORS' REPORT

No report.

STANDING COMMITTEE REPORTS

Coordinating Committee

Ken Morrison reported. The Coordinating Committee met May 6th to discuss tonight's meeting. There are some ongoing conversations about future Ordinances, but none that will be presented at tonight's meeting.

Environment Committee

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Lisa Surbrook reported. The Earth Day Arbor Day event had twelve people show up. Next year, the Environment Committee plans to do a lot more advertising to get people to come out. The official Arbor Day Proclamation was read at that event. It will be submitted to the Arbor Day Foundation to finalize the Tree City USA requirements for 2026. The Committee spread wood chips at the Upsan Downs native plant sanctuary at the end of Upsan Downs. The Committee is starting to plant native plants and are accepting native plant donations. Reach out to Lisa Surbrook or environment@ardencroft.delaware.gov if you have native plants to donate.

Finance Committee

No report.

Public Works Committee

Chris Raia reported. The Committee met this month. They discussed open items for the 75th Anniversary Committee. Most have been completed, including the Pauline A. Young park and Beech Lane park upgrades—patios, ADA ramps, etc. The Curtis Bridge has been rebuilt. Rocky Walk Bridge was rebuilt. The Sanctuary Path handrails were completed about six weeks ago. The bulletin board on Sunset Lane got tune-ups. The two trash corrals at the parks are not yet completed but will be by June or so. The grant funding was slightly under budget since materials went up. This summer, a walnut stain will be applied to the handrails of the Curtis Bridge to blend in with its surroundings. The decking surface will remain natural due to power washing needs. The dead ash trees by Perkins Run have been cut and firewood is available. The ash trees by Orchard Walk should be completed in the upcoming weeks depending on Ron's availability. There's an area of run-off concern in Beech Lane. The Committee got a quote on that for the next fiscal year. The Committee has installed a small planting bed by Pauline A. Young Park. Chris's son put sod and mulch in and Frank has been keeping an eye on that area. Native plants are also appreciated as donations. There is poison ivy everywhere. The mowing service will pull it out—the corner of Willow and Sunset has a spot, so does a spot by Sanctuary Path. The Committee is reviving efforts for signage for the Village of Ardencroft. Funding for recent projects has prevented money for this recently, but the hope is to get the signs done in FY27. Chris asked Amy if the shrub needed to be cut by the sign on Upsan Downs, which she confirmed is the case. The Committee will do that.

A resident asked about the signs that Dennis O'Reagan had made, but those aren't weather tight. Ideas included giving one to the museum. The general consensus was to use the signs in some way. A resident suggested we put it at the parks, but they won't survive more than six months. Another idea is to put them up for auction.

Another resident shared his appreciation for the improvements at the park. The park is cleaner and the mowers do well. There is some dog waste, still, although the trash cans help with that. Some residents are taking them to the street just to make sure they're emptied, but Chris shared that he's seen the trash collectors go get them.

Registration Committee

Jenn Abernethy made a motion before the report. "I move that the ballot for the May 2026 Village of Ardencroft elections be amended to correct a misprint. The term of service for the Village Chair should be for two years rather than the one year that is shown on the ballot." The motion was unanimously approved.

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Linda Toman reported. There weren't too many contests on this year's ballot, but there was one Committee that needed write-ins. Annette and Nick helped Linda on April 13th stuffing the ballots and envelopes with the stickers. Linda aimed to mail them by April 15th and ended up mailing them April 14th. It was post-marked on the 15th. Most residents received them within four days of that. On June 1st, the Registration Committee will be counting the ballots at 3:00pm at the Buzz. Residents can come help or call out. Linda thanks Sammie Cocca for being on the ballot this year. Linda looks forward to helping out when she can but this is her last few weeks on the Registration Committee. People who say "yes" to being on the ballot make the process run smoothly. The box for ballots is available this evening for those who brought sealed envelopes. Linda will check the mailbox for the next couple of weeks to accept any that were post-marked by today.

The Village thanks Linda for her years of service as Registration Committee chair/time on the Committee.

Safety Committee

No report.

SPECIAL COMMITTEES

Aging in Place

No report.

Archives

Mary Brent Whipple reported. The Arden Craft Shop Museum continues to advance and grow in an appropriate and meaningful direction. One of our biggest challenges is building maintenance—repairs and parking.

The last Afternoon with the Artist was May 3rd with Lee Hoover. August 12th David Burslem will be the featured artist, and November 15th, the AWTA features artist Will Ramirez.

Again this summer, ACSM will host Ardentown, Arden, and ArdenCROFT history strolls. Those dates will be announced in advance.

In addition, on May 31st, the ACSM together with the Scholars Guild will host an annual Walt Whitman birthday celebration with poetry readings and a birthday cake in the Bernie Schwab room and by the lilacs on the Main Green.

On July 5th at the Philadelphia Museum of Art there will be an opening exhibition for arts and crafts in America, and the ACSM is featured in the exhibition with a selection of our pieces on loan. The exhibition—Workshop of the world: Arts and Crafts in Philadelphia—runs through October.

Chris Raia added that the exhibit is curated by a friend of his at the Philadelphia Museum of Art. There's a significant portion of the exhibition dedicated to the arts and crafts of the Ardens. There are talks of getting a couple vans for people to go up there. Further discussion ensued about seeing if people were interested in a group trip up there.

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ArdensReady

Sammie Cocca reported. Next month, the ArdensReady meeting will host a Hands Only CPR training class on June 2nd at the Buzz from 6-8:30pm. There are 20-25 spots. Contact Sammie or Jeffery Politis to sign up.

Buzz Ware Village Center

No report. We are awaiting a new liaison for the position. Reach out to Ken Morrison at chair@ardencroft.delaware.gov with interest.

Poultry/Livestock Policy

No report. Ken Morrison had followed up with John Cartier's assistant about our request for an exemption but hadn't heard back from John yet.

Transmission Lines

No formal report. Ken Morrison discussed Delmarva's recent activities. The lead remediation in the soil should happen first. They are most likely waiting on authorization from DNREC for the beginning of the summer. They will then be digging for pads for the posts. The replacement towers will be more modern, higher single poles. The poles will be galvanized. The two that affect Ardencroft are on St. Edmond's land and Wilmington Montessori School's land. We won't be directly affected by the construction, although wires will be between the poles. We do not believe that they will need to access these areas via Ardencroft.

Transportation Plan Monitoring Committee

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. FY27 Budget

Don Lipari discussed the FY27 proposed budget. He touched on each line item in the "difference" column to the right of the proposed and approved budgets. This and last year's budgets were balanced. Other discussion revolved around MSA funds and how they decrease each year as well as the need for a legal fund, which was suggested and approved last year without any legal issues on the horizon. Brief discussion ensued. For example, we did not use the legal fees from FY26; however, we still have a line item for FY27 in case we need legal fees in the future.

Chris Raia made the motion to accept the FY27 budget. The FY27 budget was unanimously approved.

B. Hazard Mitigation Plan

Don Lipari made a motion, "I move that the Village of Ardencroft adopts the [New Castle County Multi-Jurisdictional All-Hazard Mitigation Plan 2026 Update](#)." The update needs to be adopted in order to be eligible for a range of financial assistance following hazard events. The motion was adopted unanimously.

GOOD AND WELFARE

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- A resident requested that the future agendas link the previous meeting's minutes moving forward. Jenn said she will do that.
- The Village sends its support to Lorna Lee and Ken Rosenberg regarding Lorna's brother's health.
- Anyone who wants information on the redistricting conversation, Bill O'Hanlon from Brandywine School District keeps the following website updated: www.brandywineschools.org/Redistricting
- Thank you to Mary Brent Whipple for another great House and Gardens Tour.
- Mary Brent Whipple thanked all of the Ardencroft homes that opened their doors. Hunter and Bill Clarke-Fields and Dan and Andrea Rubin were on the tour from the Village of Ardencroft.
- The Village welcomes new resident Faye Potter at 4 Greenbriar.
- Wyn Achenbaum shared that Joe is in hospice care. The Village sends its best wishes for his comfort and healing.

ADJOURNMENT:

The meeting adjourned at 8:00 pm.

Submitted,

Jennifer Abernethy

Jennifer Abernethy, Village Secretary

ATTACHMENTS

Page(s)	Item
6	5/18/26 Village Assembly Meeting Attendance
7-8	Ardencroft Financial Report - 2/16/2026 - 5/17/2026
9-10	FY27 Proposed Budget

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5/18/26 Village Assembly Meeting Attendance

Residents

1. Jennifer Abernethy
2. Ken Morrison
3. Don Lipari
4. John Wenderoth
5. Annette Hearing
6. Wyn Achenbaum
7. Jeanne Orr
8. Kirsten Kimberg
9. Dan Rubin
10. Nick Cocca
11. Sammie Cocca
12. Amy Pollock
13. Chris Raia
14. Linda Toman
15. Lisa Surbrook
16. Mary Brent Whipple
17. Frank Vincent
18. Vaughn Byarm

Guests

Cris Larson
Shay Frisby

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Ardencroft Financial Report (Part 1) - 2/16/2026 - 5/17/2026

Ardencroft Financial Report 2/16/2026 - 5/17/2026				
CASH				
Operating Acct	65,368			
MSA Acct	64,450			
Legal Acct	2,500			
Interest on Savings	7,619			
Arden B&L	836			
Total Funds	140,772			
			FY26	
	This Period	Year to Date	Budget	Remaining
INCOME				
Ardencroft Directors	34,886	34,886	34,866	(20)
Directors for Trash Collection	28,973	28,973	29,140	167
Comcast Franchise Fees	414	1,677	1,600	(77)
Verizon Franchise Fees	277	579	660	81
MSA	0	5,779	5,779	0
Other Grants & Contributions	24,000	28,998	0	(28,998)
Interest from Savings Account	566	2,293	1,200	(1,093)
TOTAL INCOME	89,116	103,185	73,245	(29,940)
ADMINISTRATION				
Administrative Expenses	(303)	(1,209)	1,600	391
Chair's Discretionary	0	0	1,500	1,500
Delaware League of Local Governments Dues	0	0	525	525
D&O Liability Insurance	0	(3,198)	3,250	52
ESRI - ArcGIS Creator Subscription	(633)	(633)	700	67
Chair Stipend	0	0	1,500	1,500
Secretary Stipend	(375)	(1,500)	1,500	0
Treasurer's Bond	0	0	100	100
Treasurer Stipend	0	0	1,000	1,000
Website / email support	0	0	500	500
Legal Advice / Representation	0	0	2,500	2,500
TOTAL ADMIN	(1,311)	(6,541)	14,675	8,134

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Ardencroft Financial Report (Part 2) - 2/16/2026 - 5/17/2026

COMMUNITY				
ACRA	(880)	(880)	880	0
Arden Craft Shop Museum	(800)	(800)	800	0
Arden Library	(400)	(400)	400	0
Arden Page	(400)	(400)	400	0
Buzz Ware Village Center	(2,000)	(2,000)	2,000	0
Fire/Ambulance	(500)	(500)	500	0
TOTAL COMMUNITY	(4,980)	(4,980)	4,980	0
COMMITTEES				
Environment	(758)	(758)	2,000	1,242
Finance Committee	0	0	100	100
Miscellaneous - Public Works	0	0	500	500
Park Mowing	(300)	(2,500)	2,700	200
Parks & Recreation	(1,100)	(1,100)	2,000	900
Snow Removal (MSA)	(1,700)	(2,595)	3,000	405
Streets & Signs (MSA)	0	(8,995)	5,000	(3,995) pot hole repair and PAY sign
Trash/Recycling Collection	(7,243)	(23,981)	29,140	5,159
Trees/Paths/Maintenance	(12,323)	(25,361)	7,000	(18,361) repairs to bridges - ORPT & CTF
				grants to reimburse almost all costs
Registration Committee	(221)	(221)	600	379
Safety Committee	0	0	50	50
75th Anniversary Committee	0	(2,974)	1,500	(1,474)
TOTAL COMMITTEES	(23,646)	(68,485)	53,590	
TOTAL EXPENDITURES	(29,937)	(80,006)	73,245	
NET	59,180	23,178	0	

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Proposed FY27 Budget (Part 1)

	FY27	FY 26		
	7/1/2026-6/30/2027	7/1/25 - 6/30/26		
	Proposed Budget	Approved Budget	Difference	Notes
INCOME:				
Ardencroft Association				
Government Expenses	32,306	34,866	(2,560)	What we'll need to balance budget
Trash Service	29,140	29,140	0	\$310/set x 94 residential sets
Cable Provider Franchise Fees				
Comcast	1,680	1,600	80	\$420 x 4 quarters
Verizon	544	660	(116)	\$136 x 4 quarters
DelDOT Municipal Street Aid (MSA)	5,650	5,779	(129)	\$5,779 is what we received in 2025
Other Grants & Contributions	0	0	0	
Arden B&L	0	0	0	Interest is reinvested, not distributed
Interest from Fulton Bank Accounts	2,000	1,200	800	
TOTAL INCOME	71,320	73,245	(1,925)	
ADMINISTRATION				
Administrative Expenses	1,600	1,600	0	
Chair's Discretionary	1,500	1,500	0	
Delaware League of Local Governments Dues	0	525	(525)	
D&O Liability Insurance	3,250	3,250	0	
ESRI - ArcGIS Creator Subscription	700	700	0	
Chair Stipend	1,500	1,500	0	\$375 x 4
Secretary Stipend	1,500	1,500	0	\$375 x 4
Treasurer's Bond	0	100	(100)	paid for 2 years last year
Treasurer Stipend	1,000	1,000	0	\$250 x 4
Website / email support	500	500	0	
Legal Advice / Representation	2,500	2,500	0	
TOTAL ADMIN	14,050	14,675	(625)	

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Proposed FY27 Budget (Part 2)

COMMUNITY				
ACRA	880	880	0	
Arden Craft Shop Museum	800	800	0	
Arden Library	400	400	0	
Arden Page	400	400	0	
ArdensReady	200	0	200	
Buzz Ware Village Center	2,000	2,000	0	
Fire/Ambulance	500	500	0	
TOTAL COMMUNITY	5,180	4,980	200	
COMMITTEES				
Environment Committee				
Tree Planting	0	0	0	
Miscellaneous	2,000	2,000	0	
Finance Committee	100	100	0	
Public Works Committee				
Miscellaneous	500	500	0	
Park Mowing	2,700	2,700	0	
Parks & Recreation	2,000	2,000	0	
Snow Removal (MSA)	3,000	3,000	0	
Streets & Signs (MSA)	5,000	5,000	0	
Trash/Recycling Collection	29,140	29,140	0	\$310/set x 94 residential sets
Trees/Paths/Maintenance	7,000	7,000	0	
Registration Committee	600	600	0	
Safety Committee	50	50	0	
75th Anniversary Committee	0	1,500	(1,500)	
TOTAL COMMITTEES	52,090	53,590	(1,500)	
TOTAL EXPENDITURES	71,320	73,245	(1,925)	
NET	0	0		