

**Town of Camden  
Regular Town Council Meeting  
Camden Municipal Building  
November 4, 2013**

**CALL TO ORDER**

Mayor Edmanson called the meeting to order at 7:00 p.m. and noticed that this regular Council Meeting is being held in compliance with the Delaware Open Public Meeting Act by posting the agenda on October 28, 2013, in the following manner:

- a. The electronic sign; and
- b. The Official Bulletin Boards; and
- c. The official Town of Camden Web Site.

Nellie Stokes 5<sup>th</sup> grade Student Government Association Representative Connor Ballantine and 4<sup>th</sup> grade student government association representative Maggie McCarthy led attendees in the Pledge of Allegiance.

Mayor Edmanson led a moment of silence.

Council Attending: Mayor Edmanson, Vice Mayor King, Councilman Casquarelli, Councilman Dougherty, and Councilman Green.

Council Absent: None

Staff Attending: Chief William Bryson, Town Manager Aaron Chaffinch, Town Clerk Jamie Fenske, Account Specialist Amanda Marlow, Finance Officer John Kelly, and Town Solicitor Craig Eliassen.

**AMENDMENTS**

None

**ANNOUNCEMENTS**

Town Hall will be closed November 11th in observance of Veteran's Day, November 28th & 29th in observance of Thanksgiving.

Caroling in Camden will be December 6th at 6:30.

**MINUTES**

Motion made by Councilman Dougherty, seconded by Councilman Green to approve the October 7, 2013 regular meeting minutes. All in favor; none opposed.

**CORRESPONDENCE**

None

**FINANCE REPORT**

John Kelly stated that he met with Amanda and Mr. Chaffinch about finance procedures.

Mr. Kelly also reported there will be a meeting Wednesday, November 13, 2013 with the auditors.

**POLICE REPORT**

Chief Bryson's report included but was not limited to traffic arrests and criminal activity.

Chief Bryson announced that Saturday, October 26<sup>th</sup> was Prescription Drug Take Back Day and approximately 300 pounds of drugs were turned in here at Town Hall.

Councilman Casquarelli asked Chief Bryson how his vehicles are running.

Chief Bryson reported that all vehicles are up and running. He received a recall for all the Crown Victorias and they are in the process of being taken care of.

Councilman Dougherty stated that the Town is looking at purchasing one new vehicle each year.

Chief Bryson stated that he is looking at the Ford Explorer because it is all wheel drive and there is more room in the vehicle for the necessary equipment. Fully equipped the Explorer is about \$35,000.

**TOWN MANAGER REPORT**

Mr. Chaffinch reminded everyone that December 6<sup>th</sup> is Caroling in Camden at Town Square from 6:30 – 8pm.

Mr. Chaffinch reported that he is working on getting the construction signs for the Old North Road job taken down.

Mr. Chaffinch congratulated Account Specialist Amanda Marlow on her recent marriage.

**CAMDEN WYOMING FIRE DEPARTMENT**

None.

**CAMDEN WYOMING SEWER & WATER AUTHORITY**

Mrs. Blomquist reported that there will be a regular meeting Tuesday, November 12th.

Mr. Couming added that Mrs. Blomquist got an amendment to withdraw the automatic 5 percent rate increase each year.

**FRIENDS OF HISTORIC CAMDEN**

Mrs. Green stated the next regularly scheduled meeting is November 19, 2013, 7:00pm at Barclay Farms.

Mrs. Green indicated the Friends of Historic Camden are looking for members for the board for the Manor House.

Mrs. Green welcomed Becky Fahey to the Friends of Historic Camden.

**MAYOR**

Mayor Edmanson announced that Camden will be hosting the second Caroling in Camden event on December 6<sup>th</sup> at Town Square.

**NEW BUSINESS**

*Snow removal*

Mayor Edmanson stated that last year's contract for snow removal was good but due to the weather it never came in to play.

Mayor Edmanson explained that he will expand on this topic at the December 4<sup>th</sup> Council Meeting.

*HVAC drain improvement issues/remedy*

Mr. Chaffinch reported that Amanda just paid bills to Hiott for the work done to fix the leaking from HVAC room on third floor.

Mr. Chaffinch stated that there has been three different occasions involving three separate units that were causing leaks.

Mr. Chaffinch stated that Hiott has provided a proposal of \$2150 to install a wet switch water detector on units 2-7 that will shut the unit down if it begins to cause a leak.

Motion made by Councilman Green, seconded by Councilman Dougherty to approve proposal 1441 from Hiott to install wet switch water detectors to units 2-7 for \$2150 and an additional wet switch water detector to unit 1, not to exceed a total of \$3000. (Councilman Casquarelli abstained from vote.)

Mr. Chaffinch reported that Hiott also provided a preventative maintenance proposal for \$5,920.

Mr. Chaffinch added this proposal is cheaper than the 2011 contract of Merit Mechanical and will not have to be concerned with mileage charges.

Chief Bryson added that this proposal includes cleaning the boilers which has not been done in a while and he feels this will be a great benefit.

Councilman Dougherty added that this proposal includes the replacement of belts and filters.

Mayor Edmanson added that he is in favor of this proposal since it is cheaper than in the past.

Vice-Mayor King specified that this is preventative maintenance and can save the Town money down the road.

Councilman Dougherty made a motion, seconded by Vice-Mayor King to approve proposal 1442 from Hiott for the HVAC preventative maintenance contract for \$5,920. Roll call:

Councilman Green, yes

Councilman Casquarelli, no

Vice-Mayor King, yes

Councilman Dougherty, yes

Mayor Edmanson, yes

## **OLD BUSINESS**

### *Update on catch basin – West Street and Center Street*

Mr. Chaffinch reported that both catch basins are complete.

Councilman Casquarelli stated that the West Street catch basin is working good and that his neighbors thank him for the Center Street basin.

### *Update on street resurfacing project*

Mr. Chaffinch explained that no resurfacing has happened yet because Chesapeake Utilities has been working on the streets.

### *Update on Comprehensive Plan Amendment*

Mr. Chaffinch stated that the Comprehensive Plan Amendment went to the PLUS Committee on September 25<sup>th</sup> and will go to Planning Commission on November 20<sup>th</sup>.

Mr. Chaffinch added that the Purple Route is a part of the amendment.

**PUBLIC COMMENTS**

None.

**COUNCIL COMMENTS**

Mayor Edmanson added that the lighting of the tree will be during the Caroling in Camden Event on December 6<sup>th</sup>.

**ADJOURNMENT**

At 8:14 p.m. a motion was made by Councilman Green, seconded by Councilman Casquarelli, to adjourn the regular meeting. All in favor; none opposed.

*Respectfully submitted,  
Jamie Fenske, Town Clerk*