

**Town of Bellefonte**  
**Town Meeting Minutes, March 14, 2022**

The meeting was called to order at 7:15 pm

**Attending:** Scott MacKenzie, Andrew Ritchie, Brandon Dougherty, Treasurer Dave Brenner and Tax Collector Curt Nass

**Not attending:** Elisa King and Ross Logan

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading of the February meeting minutes and to approve; Scott seconded the motion, all were in favor.

**Special Guests and Public Comment:** John Cartier, NCC Councilman, attended and distributed the code enforcement report and the police community venue report. Councilman Cartier addressed 810 Brandywine Blvd. property and has requested stepped up code enforcement on the property. New Castle County property reassessment field visit FAQ document was provided. Councilman Cartier addressed the County's concerns with nearby Le Parc condominiums.

**Board of Adjustments:** No report

**Planning Commission:** Chair Kathy MacDonough reported that the PC met on March 7 and continued its review of revisions to the draft Land Use Code, based on feedback from the February Public Hearing. The Commission also held a Public Hearing at 6 pm today (prior to the present meeting). Several members of the public attended and gave input on various issues the Commission is working to finalize. Kathy also reported that since the last Town Meeting there had been no ZRB applications submitted.

**Treasurer's Report:** Dave Brenner presented the Financial Report for February (attached). Andrew made a motion to accept the Treasurer's report, Brandon seconded, all were in favor. Scott recommended to review budget progress/status next meeting.

**Tax Collector's Report:** Curt Nass provided tax collector's report. Curt reviewed delinquent report. Recommend that number 8 be placed on vacant property list.

**Old Business/President's Report/Correspondence:**

- Street repaving, no information regarding start date.
- Town Hall renovations/Park Improvements; all proceeding well in Town Hall, ramp and railings completed, porch light installed, bathroom and closets are complete, Town Hall floors still to be refinished. Scott asked for consideration for approval up to \$10K for additional capital improvements and renovations, Scott seconded, all were in favor.
- Scott exploring security solutions are obtain a security system for Town Hall, security and smoke and fire detection.
- Brandon will follow up on historical marker sign.
- Still anticipating March delivery of playground equipment.
- Scott signed contract with Gabby Indellini and INCdelini LLC
- Scott would like to have volunteers to service on an annexation committee, looking for neighbors in Phillips Heights if possible.
- Andrew G. produced recommendations for new color Town logo and black and white Town logo; Scott will show new logos at next meeting.

**Public Comments:** None

**New Business:**

- Lamp posts on Brandywine Blvd., exploring possibility for Bellefonte to purchase lamp posts from Delmarva, only alternative for us to string lights and use polls; may be in next budget year. Brandon made a motion for acquisition and rewiring of lamp post on Brandywine Blvd., all were in favor.
- Logan Ritchie will continue as Chair of Board of Elections and the solicitation of candidates will be posted tomorrow March 15, 2022.

## March 2022 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,641.21
Delmarva Power	Town Hall	\$348.52
Delmarva Power	Town Hall gas	No payment needed
Comcast	Phone & internet service	*Recommend payment \$235.00
GFL Environmental	Monthly trash/recycling – March	\$10,851.00
Parkowski, Guerke, & Swayze	Inv 32 – February legal services	\$100.00
Artisan Electric	Additional electrical work TH renovations	\$1,425.25
Ross Logan	Webhosting annual fee	\$239.88
Russo Bros. Plumbing	Replace boiler pump for upper classroom	\$485.00
Barbacane Thornton	Progress payment, 2021 Audit	\$400.00
Penny Hill Landscaping	March service	\$750.75
Will Marlo	Old Town Hall painting	\$1200.00
Will Merlo	Town Hall Cleaning	\$60.00
Scott MacKenzie	Reimbursement for town hall equipment (renovations)	\$1,524.54
Scott MacKenzie	February meeting food	\$44.00
Bryan Nye	Reimbursement for painting upper classroom	\$200.00

### ARPA payments

INCdellini LLC	Monthly marketing program payment (March)	\$3,000.00
INCdellini LLC	Monthly marketing program payment (April)	\$3,000.00

\*No bill

Scott made motion to pay the bills, Andrew seconded, all were in favor.

### Correspondence:

- USMAIL – Solar energy credit payment - \$92.90
- USMAIL – Comcast cable franchise payment - \$6,070.84

### Announcements:

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm when they have an application. Planning Commission Meeting on April 4, 2022 at 6 pm
- Business Marketing meeting will be held at Bellefonte Café April 4, 2022 at 4:30 pm
- Next Town of Bellefonte Commission meeting, April 11, 2022, at 7 pm
- A motion to adjourn the meeting was made at 8:40 pm without objection

Submitted by:

\_\_\_\_\_(signature copy on file)\_\_\_\_\_  
Andrew Ritchie

\_\_\_\_\_4-11-2022\_\_\_\_\_  
Approved:

3/14/2022

## Town of Bellefonte Monthly Treasurer's Report

February 2022

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	February 2021
<b>Balance 2/1/2022</b>	\$115,666.02	\$2,524.55	\$226,369.14	\$36,437.46	\$380,997.17	\$281,757.80
<b>Receipts</b>						
Town Taxes	\$384.00				\$384.00	
Property Transfer Tax			\$337.50		\$337.50	
Restitution Fund	\$551.50					
Energy Credits	\$92.90					
Cable Franchise Fees	\$16,062.19					
<b>Total Receipts</b>	\$17,090.59	\$0.00	\$337.50	\$0.00	\$17,428.09	
<b>Disbursements</b>						
GFL - Trash Collection	\$10,851.00					
Comcast Cable (Bal )			Online			
Delmarva - TH Gas & Electric	\$859.29		Online			
Delmarva - Annex Gas						
Delmarva - Town Street Lights		\$1,618.76	Online			
Reimburse - S.MacKenzie TH Equipment	\$210.72					
Penny Hill Landscaping - Payment for Dec 2021	\$750.75					
Parkowski, Guerke & Swayze	\$220.50					
Will Merio-Maintenance	\$60.00					
Suez - Delaware (Water)	\$17.55					
Joseph Finocchiaro Bros (Salting/Snow Plowing)	\$4,545.00					
Bryan Nye -Reimbursement for Chair Refinishing	\$240.00					
Kathy MacDonough - Land Use Code Copies	\$232.78					
ARPA-Andrew Geroski-Window Banners				\$1,800.00		
Patricia Anker - Bathtub Flowers	\$180.00					
Bank Analysis Fees	\$5.78					
New Castle Co. - Sewer Bill	\$76.97					
Curt Nass - Holiday Lights and Cord	\$32.29					
News Journal - Public Notices - Land Use Code	\$114.81					
Barbacane Thornton - Audit	\$4,800.00					
INCdellini, LLC					\$3,000.00	
<b>Total Disbursements</b>	\$23,197.44	\$1,618.76	\$0.00	\$4,800.00	\$29,616.20	
<b>Ending Balance 2/28/2022</b>	\$109,559.17	\$905.79	\$226,706.64	\$31,637.46	\$368,809.06	\$283,091.36

Curt A. Nass, Tax Collector  
David A. Brenner, Treasurer

February Properties: 704 Maple