

TOWN OF TOWNSEND
January 4, 2012
Public Hearing
Council Meeting Minutes

7:00 pm – Public Hearing

- I. Call to Order:** 7:15 pm
 - II. Roll Call:** Mayor Steve High, Councilwoman Sandy Sturgis, Councilwoman Karen Jennings, Councilman Dwain Haines, Attorney Fred Townsend, Engineer Tom Wilkes, Secretary Cathy Beaver. Mayor High said Councilman Ness isn't here due to his wife is ill, our thoughts and prayers go out to them. He added that our Town Manager Dawson Green isn't here yet but will be coming in. Mayor High also noted that there are no visitors/residents here.
 - III. Introduction: Ordinance No. 12-01 – Outside Storage on Commercial Property**
 - a. CW Sturgis motioned, CM Haines seconded to read ordinance no. 12-01 by title only.*
 - b.** In the following discussion Tom stated that Fred drafted this ordinance. He stated that outside commercial storage isn't permitted in Town. After some research we are not sure why, but there is outside commercial storage that was grandfathered in. This ordinance is a correction of the commercial district zoning to allow commercial outside storage on a special exception basis. Each case will be heard by the board of adjustment and each will have special requirements.
 - c. Vote – ayes unanimous.*
 - IV. Adjournment:** 7:20 pm, CW Sturgis motioned, CM Haines seconded with unanimous vote.
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7:30 pm – Council Meeting

- I. Call to Order:** 7:33 pm
- II. Opening Ceremonies**
 - a.** Roll Call: Mayor Steve High, CW Sandy Sturgis, CW Karen Jennings, CM Dwain Haines, Town Attorney Fred Townsend, Town Engineer Tom Wilkes, Town Manager Dawson Green, Secretary Cathy Beaver.
 - b.** Pledge of Allegiance: Pledge was said.
 - c.** Recognition of Visitors: Residents Lorraine Gorman, Mal Martin and special guest Nate Jennings.
- III. Additions/Deletions to Published Agenda:**
 - a.** CW Sturgis asked to delete committee reports b, c, d, g, and h.
 - b.** Mayor High deleted finance committee report, a, he has no report.
- IV. Council Minutes** – December council minutes approved at workshop (copies on back table)
- V. Unfinished Business** - None
- VI. New Business** - None
- VII. Reports of the Officers**
 - a.** State Police: Lt. LaMarche – Not here.
 - b.** State Representative: Quinn Johnson – Not here.
 - c.** Townsend Fire Department: Keith Shoemaker/Jeff Dawson – send apologies, at a board meeting.
- VIII. Reports**
 - a.** Town Attorney Fred Townsend III: - Nothing to report.
 - b.** Town Engineer Tom Wilkes:
 - Still have nothing on the streetscape, it is still at DelDot, has been there for review since last October. Fully expect this project to go to construction this summer.
 - We were awarded the New Town Hall project at the last workshop. We are working with the architect to get our team together, develop plans and get specs together. Part of our proposal was to meet with Council and residents to get additional feedback before we spend a lot of money on drawings. We'd like to get the feedback up front. We would like to have a separate public hearing on Tuesday, 1/31/12 at Town Hall at 7:00 pm if possible. It will be a similar process as when we did the park. There will be drawings set up on easels, it is a public building and we want to get public feedback although the steering committee has given us a lot of feedback already.
 - CW Sturgis asked if we could have it at 6:30 pm on Wednesday, 2/1/12, prior to the Council meeting.

- Council all agreed this would work well.
 - Mrs. Gorman asked if this public hearing could be well advertised as she thinks there would be a lot of interest from residents.
 - CW Sturgis stated it will be in the Middletown Transcript, on our webpage and CW Jennings said she will also put it on facebook.
- c. Town Manager Dawson Green:
- We didn't receive any bids for the irrigation system, not sure what Council wants to do.
 - CW Sturgis said we already have the two previous bids.
 - Mr. Green said we have to have three (3) bids.
 - CW Sturgis said no, we advertised the job, if we don't get bids in, we don't get them. We can't force people to give us bids.
 - Tom added that we advertised and we can't force people to bid on our projects, Council doesn't have to agree to award the bid, but you have met the requirements of a public bid.
 - CW Jennings asked if they could see them again.
 - Mayor High asked Mr. Green if they could be presented to Council again.
 - Mr. Green said he will see if he can find them.
 - Mr. Green stated in everyone's folder there is an FYI. The last several mornings when George and I have been to the park, someone has removed and smashed 3 of the trash can lids and took on liner out and ruined it. They also pulled a no smoking sign out of the ground. George has replaced all the lids.
 - CM Haines asked if the police were notified so they can keep a closer eye on the park.
 - Mr. Green said no, they haven't been called.
 - CW Jennings said if CM Ness knows about it then the police know about it.
 - Mayor High asked Mr. Green to notify the police, he is sure CM Ness has many other things on his mind right now.
 - CW Sturgis asked Mr. Green to ask Azure to research wireless cameras at the park with feedback right to the computers in the office.
 - Mr. Green said that last week he emailed Council the RFP for the IT support consultant, he asked all to read it before next week in case someone shows up at the workshop with questions because the dates are in there.

IX. Committee Reports

- a. Finance Committee: Chair – Mayor Steve High - deleted
- b. Streets Committee: Chair – CM Dwain Haines - deleted
- c. Health & Public Welfare Committee: Co-chairs: CM John Ness & CM Dwain Haines - deleted
- d. Storm Water Management: CW Sandy Sturgis - deleted
- e. Energy & Environment Committee: Chair –CW Karen Jennings
 - Townsend Wildlife Habitat Project
 - Astronomy Night in the Park – Tried to plan an observe the moon night but it is too cold. Depending on the weather, may try to have one this weekend. Also will try to have an observe the new moon night on the 18th. Keep an eye on Facebook for dates.
- f. Veteran Affairs Committee: Co-Chairs – CW Karen Jennings & CM Dwain Haines
 - Project 19734 Soldier Support – care packages – Cathy sent care packages out to 4 veterans last week. She is the caretaker of this project. CW Jennings thanked Cathy and stated we appreciate everyone's donations.
- g. Police Committee: Chair – CM John Ness - deleted
 - Townsend Community Watch
- h. Parks & Recreation Committee: Co-chairs - CW Sandy Sturgis & Mayor Steve High - deleted

X. Announcements:

- a. Mayor High stated the office will be closed on Monday, 1/16/12 in observance of Martin Luther King, Jr. Day.

XI. Citizens Comments & Participation - None

XII. Adjournment: 7:45 pm, CW Sturgis motioned, CM Haines seconded with unanimous vote.

