



Townsend Council Meeting Minutes April 1, 2015

7:30 pm – Council Meeting

I. Call to Order: 7:30 pm

II. Opening Ceremonies

- Roll Call: Mayor Jermaine Hatton, CM John Ness, CW Lorraine Gorman, CM Rudy Sutton, CW Cindy Cook, TA Fred Townsend, TM Dawson Green, TC Cathy Beaver
- Pledge of Allegiance: Pledge was said
- Recognition of Visitors: Terry & Steven Mobley, Dwain Haines, Keith Shoemaker, Carmen Mack, Charles Adams, Isha Smith, Al Harrington
- Announcements:
 - Town Hall closed Friday, April 3, 2015 for Good Friday.
 - Residents must be registered at the Town Hall to vote in Townsend Elections. Please bring your ID to register on any of the following dates:
 - I. Monday – Friday, 8:00 am – 4:00 pm
 - II. Saturday, April 4, 2015, 9:00 am – noon
 - April 16, 2015 is the deadline for registering to vote in the election on May 2, 2015.
 - If you are interested in running for Town Council, candidate packets will be available at Town Hall March 2, 2015. These must be turned in by Thursday, April 2, 2015 @ 4:00 pm.
 - Elections are Saturday, May 2, 2015 @ Town Hall, 8:00 am – 6:00 pm.

III. Additions/Deletions to Published Agenda:

- CM Ness deleted 7a, Lt. P not able to attend meeting.
- CW Gorman added 8-5g, National Wildlife Federation
- CM Ness motioned, CM Sutton seconded with unanimous vote to approve the agenda with the above changes.

IV. Oath for Board of Election Members

- Edward Watts – not here
- Terry Mobley
- Albert Harrington
- TC Cathy Beaver had Mrs. Mobley and Mr. Harrington read the oath of office for the Board of Elections.

V. Council Minutes (copies on back table)

- February 18, 2015 Mid-Month minutes approved 3/18/15
- March 4, 2015 Council minutes approved 3/18/15

VI. Mayors Report

- Senate Bill 49 is in committee, this is the bill between the school district and the Town about the property on Finley Street. Session ends in 2 days, may not get through until they go back into session.
- Our charter is awaiting the Governor's signature. Would like to do the signing with all of Council present.
- We are currently in the process of renovating 141 Main Street for a new Town Hall. Sent letters to Representative Spiegelman and Senator Ennis asking for CTF funds. Rep. Spiegelman has been in touch and said he will give us \$30,000. This will pay for over half the curb and street work.
- Municipal Street Aide may still be cut.

VII. Reports

- State Police: Lt. Tom Paskevicius – deleted, not here
- Representative Jeff Spiegelman – deleted, son is sick

- Townsend Fire Department: Keith Shoemaker
 - Tickets for the Spring Fling in June are on sale.
 - Having a dinner/dance on April 18, 2015. \$25.00 per person, beer, wine and soda included until 9:00 pm, live band and dancing, band well known in Sussex County.
- Town Attorney Fred Townsend III:
 - Have been busy with issues involving utilities and personnel.
- Town Engineer Owen Hyne:
 - Mayor Hatton stated TE Hyne is on vacation but sent a report to him.
 - TE Hyne is finalizing the plans for 141 Main Street.
 - Talking with DelDot about the streetscape and the warranty work. He will continue monitoring the deteriorating sidewalks and will ensure they are fixed before the guarantee expires.
 - Researching the ponding on Summit Bridge Road by Dollar General and talking with DelDot.
 - Waiting on Verizon to move their lines to new poles from the old poles before the poles can be removed at Pine Tree and Rt. 71.
- Town Manager Dawson Green:
 - 2 building permits issued in March and waiting on 3 more to be approved by RVB.
 - Asphalt plants open, will stay on top of the developers
 - TM Green asked Mr. Haines about the pot holes on the state owned roads and was told they are out filling holes daily.
 - Mountaire Farms – will go see them about the procedures to follow this spring.
 - Need sponsors for revising the light pollution ordinance, form a planning commission and write a clean hands ordinance, which means if someone isn't compliant with our ordinances, they can't come to the Town for a permit.
 - Also need to revoke the solicitation ordinance in Town, there are signs all over Town that state "no soliciting".

VIII. Committee Reports

- Finance: Chair – Jermaine Hatton
 - Audit is still progressing, some issues have been resolved, main issue was resolved last week. Thanked the office staff for learning the new system on the fly and keeping the office running.
 - Article in the Transcript last week talked about Council shifting funds due to overspending. This is actually true but we saved money in many areas. An example, we shifted money for attorney fees; we spent more money than we intended but in a good way to move forward. TA Townsend has done a lot of work for the Town this fiscal year. The article portrayed us badly; however, we are moving forward financially and are in very good financial shape.
 - Another area we were over was postage; encourage everyone to sign up for ebill, will save the Town money.
 - Mr. Harrington stated he comes from a banking background and really didn't see the article as negative, he believes the writer didn't understand the process. He then asked about the damage to the gazebo in the park.
 - CW Gorman stated the electrical box in the large gazebo was damaged and must be fixed.
 - Ms. Smith asked Mayor Hatton if the Town can get a traffic light installed on Rt. 71 going into Townsend Village II.
 - Mayor Hatton stated DelDot will be doing a traffic impact study in the next 2 months, this has been a concern and Council is on top of it.

- Public Works: Chair – CM Rudy Sutton
 - Award contract for stump removal at 141 Main Street
 - The Town received 3 bids to remove the stumps. B&W submitted the lowest bid at \$10,600.00 to remove the stumps and bamboo roots, install silt fence and strip the top soil. This is the same contractor that removed the shed and barn.
 - CM Sutton stated he recommends awarding the contract to B&W but wants to wait until the mid-month meeting to do this. Before making it official he wants to talk to them about a few issues.
- Land Use & Development: Chair – Jermaine Hatton
 - The Town is in the process of trying to form a planning commission, which will help the Town move forward.
 - We are looking for 5-7 people to be on the commission. It will be a recommendation body and help form the future of Townsend. Believe it is a 3 year commitment and will have public monthly meetings. The planning commission will replace the zoning committee, review any plans, etc. submitted to Town and make recommendations to Council.
 - TA Townsend stated an ordinance must first be written and approved, then a planning commission appointed and sworn in. Also need to write by-laws for the commission. Having a planning commission is additional protection for the Town.
 - Mayor Hatton said he, TA Townsend and TE Hyne met with Tom Gordon 2 weeks ago. Tomorrow is the deadline for the results of the meeting, hope to give an update at our mid-month meeting.
- Public Safety: Chair – CM John Ness
 - Increased police patrols in Town, especially at night, several weeks ago.
 - Have had several incidents of vandalism, days are getting longer and people out later.
 - Had an issue with Code Red. Early in the afternoon of the test there was a Middletown announcement that went out to all Townsend residents. The person in charge is trying to find out why this happened; he was out at the time. Also trying to get the system updated to permit us to send out our own announcements and to enable residents to be emailed or called with the announcements.
- Parks & Recreation: Chair – CW Lorraine Gorman
 - Park Maintenance
 - I. Will be starting the park cleanup, pruning trees, fresh mulch, etc.
 - Easter Egg Hunt
 - I. Went well in spite of the freezing weather, kids all had fun, shortest Easter Egg Hunt in history.
 - Community Yard Sale in the Park – Saturday, May 9, 2015, 9:00 am – 2:00 pm
 - I. Had a sign-up sheet at the Easter egg hunt and several people signed up for the yard sale.
 - Line Dancing in the Park in June, date to be announced
 - School of Rock Concert – July 25th
 - 10th annual Parade and Fair – Saturday, September 26th
 - I. Mission Church has offered to pay for all the bounce houses at the fair and will have volunteers manning them the entire day.
 - II. Want the parade and fair really special this year, it is our 10th anniversary!
 - Would still like to have a movie night at the park and would like to know how everyone feels about it.
 - After discussion, CW Gorman motioned, CM Ness seconded with unanimous vote to sponsor a movie night in the park sometime in June for approximately \$1000.00.
 - This will be a family movie and the police will be present.

- CW Gorman stated there is a display board in the back of the room. Monarch butterflies are endangered, there is a national protection program going on. The National Wildlife Federation and DNRC are sponsoring a “butterfly hero” program so we can take an active part in saving the butterflies for the future. Please join, and when you do you will be eligible to win a trip for 4 to Disney.

IX. Citizens Comments & Participation

- Ms. Smith stated there used to be 25 mph signs throughout the development and asked if they can get more of the signs, people speed throughout the development and it is really bad on Karin’s Blvd. Someone is going to get hurt.
- Mayor Hatton asked TM Green to call the developer about putting permanent 25 mph signs up in the development and to look in the shed to see if we have any more of the yard signs.

X. Adjournment: 8:40 pm, CW Gorman motioned, CM Ness seconded with unanimous vote.
