



**Townsend Council Workshop Minutes
September 4, 2019 @ 7:00 pm
Townsend Town Hall, 141 Main Street**

7:00 pm - Council Meeting

- I. Call to Order: 7:00 pm
- II. Opening Ceremonies
 - a. Roll Call – present P. Miller, T. McDonald, E. Dugan, S. Lobdell
 - b. Pledge of Allegiance:
 - c. Recognition of Visitor:
 - d. Announcements:
- III. Additions/Deletions to Published Agenda –
 - a. Move V. a. brainstorm to VIII. A.
 - b. Delete VII d.
- IV. Approval of past meeting minutes
 - a. Mr. Townsend reminded mayor on rules of quorum and voting, as well as votes can be taken from council members who were not in attendance at this time.
 - b. P. Miller motion to approve minutes from 6/5/2019, 6/19/2019, 7/10/2019, 7/24/2019, 8/7/2019, 8/21/2019, seconded by S. Lobdell. Votes: P. Miller aye, E. Dugan aye, S. Lobdell aye.
- V. Mayors Report:
 - a. Brainstorm session about town finances shortfall and possible remedies
 - Moved to VIII a
 - b. Discussion on meeting with Senator B. Ennis, Rep. J. Speigelman and several DeIDOT at Legislature hall about Church parking – results were that federal money was available for the project to be done. Several obstacles may occur such as power lines, street lights, available of contractors etc. It was decided that someone needed to talk to the Church council to offer other possibilities as money was needed elsewhere in the county for other critical projects. The mayor volunteered to speak to the Church.
 - A meeting was held with several members of the Church and the pastor. The mayor laid out the scope of the project, the cost, other alternatives to parking in front of Church. No alternatives were acceptable to those members.

In this meeting, the mayor opened discussion of the parameters of the project for DeIDOT project to place 3 parking places in front of the Methodist Church

Objections from the Mayor were as follows:

The church was duly notified of the restrictions in writing by DeIDOT prior to the start of the project. Parking in front of the Church poses as hazard to people egressing to and from their vehicles onto Main St. This street is now a major thoroughfare thru town and vehicle traffic will only get worse. The cost of \$148,000 for THREE parking spaces is excessive. There are other areas that we are in dire need of DeIDOT projects example – the railroad avenue bridge. South street next to the Church has handicapped parking and a ramp leading to the front of the Church. The sidewalk leading to this ramp is not ADA. South street has telephone/power poles in the street which need to be moved beyond the existing sidewalk. A viable option for the Church for special events is to use the DRIVEWAY that exists between the parsonage and the church. If a sidewalk is added from the front entrance to this driveway it would allow safe egress to limousine, and hearse vehicles for these special events. There has already been 4 accidents at the corner of South and Main streets on the side of the church

- c. Mayor commented on need for bumpout reflectors – DeIDOT was asked if there were any reflective paints or strips to put on the bumpouts to visually warn motorist. They said they had nothing except reflective poles.

VI. Reports

- a. State Police: - report to be given by A.Mangeri
 - Total complaints – 53
 - 3 theft
 - 47 other non-criminal complaints
 - 3 collisions
 - Tickets 41
- b. Town Attorney Fred Townsend III:
 - Reported on plausibility and parameters of moving items into property taxes versus new taxes
 - Discussion of how other towns are handling similar problem – idea of base tax, property tax
- c. Town Engineer Ed Van-Otoo:

Current projects report, Handler construction, Lifehouse Church, sidewalk in TVII / storm drain
- d. Town Manager Anthony S. Mangeri:

Roof replacement selection of 3rd bid at \$10,000 – P. Miller motion to approve increase, seconded by E. Dugan, discussion. Vote: P. Miller aye, E. Dugan aye, S. Lobdell aye.

Electric at pavilion – removal and project to use a twist-lock for power use while still having lights. Problem of gazebo base deterioration and costs involved in repairs. Temporary repairs that may be done – mayor will assist town personnel on Friday

 - Issues with DeIDOT on commerce – 3 projects proceeding – 2 drainage and repaving of street
 - Fire hydrants issue with Artesian water billing in town park – still working on
 - Gator was delivered to Fire house
 - Storm water grants have been submitted and additional information from State Planning may help for future growth and issues of storm water management facilities
 - Uniform service is being investigated for possibility of our terminating of contract
 - Discussion of IWORQ software to track and maintain inspections, contractor's, licenses, permits etc. tabled until next council meeting. A. Mangeri will schedule a showing at future date for Council for introduction. Comments of efficiency improvements and questions about our servers and computer abilities. Mr. Townsend spoke to the matter of how an introduction can be

VII. Committee Reports

- a. Finance: Chair Mayor Thomas McDonald – none at this time
- b. Public Works: Chair CM Edgar Dugan – Co-Chair CM Scott Lobdell
 - Mirror on Railroad Ave. – on order
- c. Land Use & Development: Chair CM Scott Lobdell Co-Chair CM Edgar Dugan
 - Comprehensive plan status - none at this time
- d. Veterans Committee: Chair CM Patrick Miller – Co-Chair Anthony Franco
 - deleted
- e. Public Safety: Chair CM Patrick Miller Co-Chair CM Anthony Franco
 - Bump outs – covered under Mayor's report
 - Park problems – covered under T.M. report
 - Post office parking problem- no discernable action to be taken
 - Speed issues – movement of radar sign
 - Neighborhood watch – contacts of HOA's

- Need to contact Elementary School about U-turn problem – in process and comments from audience that school has communicated to parents about issue
- f. Community Relations: Chair CM Patrick Miller Co-Chair CM Antony Franco
- g. Parks & Recreation: Chair CM Anthony Franco Co-Chair CM Patrick Miller
 - Park Fair status - long way to go , questions about logistics,
 - Need for volunteers – possible from high school, ROTC, LifeHouse Church
- VIII.** Intro of Mountaineer Personnel
 - a. Donation of carwash tickets to Town for town residents
- IX.** Intro of Delaware Union representative and request for the use of the field at the park for games on Saturday and for evening practices.
 - a. Council expressed agreement to use with the provision of letter releasing Town of liability issues.
- X.** Citizens Comments & Participation:
 - a. Mayor introduced the amended proposal along with charts showing possible revenue versus expenditures since 2014 through 2020 with possible tax rate increases. Opened floor to public discussion about tax rate
- XI.** Adjournment:

The agenda items as listed may not be considered in sequence. This agenda is subject to change to include the addition or deletion of items, including executive sessions.