



**Townsend Council Workshop Minutes
December 18, 2019 @ 7:00 pm
Townsend Town Hall, 141 Main Street**

7:00 pm - Council Workshop

- I.** Call to Order: 7:00 pm
- II.** Opening Ceremonies-done
 - a. Roll Call – P.Miller, A.Franco, T.McDonald, S.Lobdell, E.Dugan
 - b. Pledge of Allegiance: -done
 - c. Recognition of Visitors: -done
 - d. Announcements: none
- III.** Additions/Deletions to Published Agenda –
 - a. @& winner of Christmas lighting contest (motion to accept – 2nd, to be added for next meeting)
- IV.** Approval of Council Minutes
 - a. Approval/Rejection of Council minutes 12-4-2019
 - b. Approval/ Rejection of Council minutes 12-18-2019
- V.** Mayor’s Report:
 - a. @& amend street light billing to go from monthly to quarterly by amending ordinance
- VI.** Reports
 - a. State Police: Given if available
 - b. Town Attorney Fred Townsend III: Given if available
 - c. Town Engineer Ed Van-Otoo: will report on projects
 - d. Town Manager Anthony S. Mangeri:
 - @&Report Out and discussion on U Del Report on Townsend Policing Analysis- Town Manager A. Mangeri will do a presentation
 - @&Discussion on DelDOT repair of Commerce Street curb and sidewalks – paid for and scheduled
 - @&Status of Unsafe Property 647-651 South Street – requested safety measures
 - Award of County Grant through Councilman Carter’s Office for the development of a Little Library Program. – received
 - @&Award of Grant to install Tennis and Pickle Ball Court at Town Park. – received. Ms. Gorman working to identify possible vendors for work.
 - Update SQL server as it is over AM limit of spending- MS office is over three (3) updates behind. (motion to approve purchase, 2nd PM-vote: A.F Y ED Y SL Y- motion passed to update SQL server software.) Need for and possible vote to allow for renewal of MS Office Subscription- Additional software with Microsoft Office due to subscription – approved.
 - Possible vote for acceptance and execution of Grant Agreement for Outdoor Recreation, Parks, and Trails Program (DNREC) Grant. (Added 12/12/2019) ASM-checked and accepted.
 - *Vote to authorize Town Manager to execute agreement concerning acquisition, sales or lease of real property in accordance with Council instructions. (motion made by Scott Lobdell, 2nd- P. Miller-Y, A. Franco-Y, S.Lobdell Y) approved.
- VII.** Committee Reports
 - a. Finance: Chair Mayor Thomas McDonald – Co-Chair CM Anthony Franco – nothing for the agenda at this time
 - b. Public Works: Chair CM Edgar Dugan – Co-Chair CM Scott Lobdell – nothing for the agenda at this time.
 - c. Land Use & Development: Chair CM Scott Lobdell Co-Chair CM Edgar Dugan
 - Planning Update – planning commission meeting is pushed back a week.

- Need for Planning Commission Members
- d. Veterans Committee: Chair CM Patrick Miller – Co-Chair Anthony Franco
 - Stockings for Soldiers (Added 12/12/2019) ASM removed from agenda –PM did an update of boxes- will send a thank you note.
- e. Public Safety: Chair CM Patrick Miller Co-Chair CM Anthony Franco – AM in contact with Delaware State Police on neighborhood watch delayed until January.
- f. Community Relations: Chair CM Patrick Miller Co-Chair CM Antony Franco
 - Newsletter – PM is using newsletter in quarterly bills.
- g. Parks & Recreation: Chair CM Anthony Franco Co-Chair CM Patrick Miller
 - Caroling Update

VIII. Citizens Comments & Participation:

- Residents son was almost hit by a car the other night, on the weekend. His truck was also hit, and mirror was broken off. AM mentioned that he would report this to the NCC Police so that they could patrol the area.
- Resident recorded speeding on Commerce and West side of Main doing 50 -60 miles per hour. AM will bring this up for regular duty patrols. A standard time of day cannot be established – solar permanent speeding sign and other signs are \$5,000.00 – still looking for an economical solution. The cameras would be interesting. Can we invest in a fine camera? Town Manager A. Mangeri will investigate this and present findings in next meeting.

IX. Adjournment: Done.

Please note that this is a Council Workshop. The main function is to set the agenda and prepare for the next Town Council meeting. Some business may be conducted by Council if required. 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.

Agenda amended with less than seven days' notice due to ongoing negotiations