



**Townsend Community Engagement Meeting**  
**May 30<sup>th</sup>, 2023 @ 5:30 pm**  
**VIA Conference Call & Town Hall**  
**141 Main St, Townsend, DE 19734**

5:30 pm Community Engagement Committee Meeting

- I. Call to Order: 5:41 pm.
- II. Opening Ceremonies
  - a. Roll Call: Mayor S. Lobdell, Councilman J. Mertz, Councilwoman S. Rojas, Councilwoman E. Clarke, Town Manager A. Tantillo, Police Chief R. Longo, and Town Clerk M. Rivera.
  - b. Pledge of Allegiance: None
  - c. Recognition of Visitors: None
  - d. Announcements: None
- III. Citizens Comments & Participation.
  - a. None
- IV. Adoption of Agenda.
  - a. Agenda adopted.
- V. Discussion regarding final Town Parade and Fair needs.
  - a. Town will print cards to have on hand if vendors do not bring theirs as provided via email.
  - b. Briefly discussed parade line-up. No needs for parade.
  - c. CW Rojas advised confirmation is still needed on who will MC the opening ceremonies and confirmed DJ Scott will be MC'ing throughout the Fair. Discussed parking for the public. Briefly discussed schedule of events. TM Tantillo confirmed the schedule of events will be posted to the Town sites.
  - d. TM Tantillo advised two additional students have signed up. CW Rojas confirmed underaged volunteers will receive a volunteer slip. Additional volunteers are still needed.
- VI. Discussion regarding Town Council assignments for the Town Parade and Fair.
  - a. CM Mertz will assist with the parade. CM Mertz's son may be a judge for the pet contest.
  - b. Mayor Lobdell will give a speech at 12:30 pm for the Pavilion Dedication to former Mayor Thomas McDonald. Mayor Scott's son will be a judge for the pet contest.
  - c. CW Rojas noted there is only two pet contest registrations and advised to remove deadline for the contest. CW Rojas advised registration will be done at the fair. TM Tantillo confirmed the Town will post advising such.



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- d. CW Rojas confirmed volunteers have been assigned to the Police Department fingerprint table.
  - e. CW Rojas and TC Rivera will be running the Pancake Races.
  - f. TM Tantillo to assign Town staff to assist with parking and find out if they have preference to volunteer for a specific position.
- VII. Recess Community Engagement Committee Meeting to Convene Executive Session.
  - a. The Community Engagement Committee Meeting recessed to convene into executive session at 6:20 pm.
- VIII. Convene Executive Session: The Community Engagement Committee may consider an Executive Session pursuant to 29 Del. C. §§10002(o)(5) providing that “intelligence files compiled for law-enforcement purposes, the disclosure of which could constitute an endangerment to the local, state or national welfare and security”; and §(17) et al providing that the “records, which, if copied or inspected, could jeopardize the security of any structure owned by the State or any of its political subdivisions, or could facilitate the planning of a terrorist attack, or could endanger the life or physical safety of an individual.”
- IX. Close Executive Session & Re-convene Community Engagement Committee Meeting.
  - a. Meeting reconvened at 6:39 pm.
  - b. TM Tantillo confirmed the Town will have two tables, one for Town items and another for volunteers.
- X. Adjournment.
  - a. Meeting adjourned 6:47 pm.