



**Town of Townsend Public Works & Land Use
Development (PWLUD) Committee Meeting
March 26th, 2025 @ 2:00 pm
VIA Conference Call & Town Hall
141 Main Street Townsend, DE 19734**

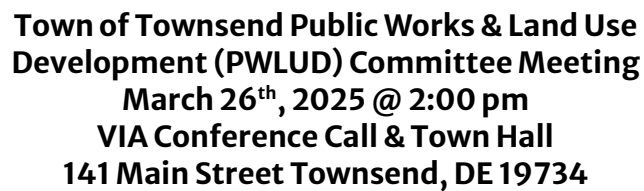
2:00 pm Public Works & Land Use Development (PWLUD) Committee Meeting

- I. Call to Order: Approximately 2:00 pm.
- II. Opening Ceremonies
 - a. Roll Call: CM M. Chapman, CM J. Bangura, FO J. Helms, TC K. Gallagher, and PWS R. Boyer. – In person. TM J. Goodyear – Virtual.
 - b. Pledge of Allegiance: All present recited the pledge of allegiance.
 - c. Recognition of Visitors: Carl Trensia.
 - d. Announcements: None.
- III. Citizens Comments & Participation.
 - a. None.
- IV. Adoption of Agenda.
 - a. *CM Chapman makes a motion to add discussion between items VIII & IX regarding the tree in front of Little Italy Pizza. CM Bangura seconded the motion. Voice vote of council- all yeas.*
 - b. *All agreed to adopt the agenda.*
- V. Approval / Rejection of Minutes:
 - a. **ACTION ITEM:** Approval/ Rejection of Public Works and Land Use Development Committee Minutes from February 26th, 2025, Meeting.
 1. *All agreed to approve the Public Works and Land Use Development Committee minutes from February 26th, 2025, Meeting.*
- VI. Continued discussion on potential lots and land in Town for potential JP Court Placements & review list of potential options.
 - a. CM Chapman recommends approaching the TV2 board to get a yes or a no on the potential land acquisition.
 1. TM Goodyear states she can set up a meeting with the HOA management to discuss the potential land acquisition so they can approach the board.
 - b. CM Bangura would like for TM Goodyear and PWS Boyer to keep an eye out for other potential properties in case option 1 does not work out.
 1. PWS Boyer stated that he has alerts set up to let him know when pieces of land will come available.
- VII. Discussion on potential Public Works Department locations.



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- a. TM Goodyear states she would like for PW to not be placed at the Wiggins Mill property and to be placed at the property next door to Townhall to keep them close.
 1. PWS Boyer agrees and adds having this location would be prime for public works.
 - I. CM Bangura states we should wait for Council to agree on the location of the police department and the bid window before coming to a decision.
 2. CM Chapman counters with the reason why Wiggins Mill property was acquired however, he understands why discussion is necessary because the equipment may not all fit on the lot.
 3. CM Bangura calls to revisit the discussion after the Police Dept bid expires in the middle of April.
- b. CM Chapman asks TM Goodyear and PWS Boyer why they would like to not use the Wiggins Mill property for the future PW office.
 1. PWS Boyer responds with there is no set location to house everything including equipment, the property at Wiggins Mill rd. is not big enough to house all equipment and everything will be left piecemealed like it currently is.
 - I. CM Chapman mentions that while there is no exponential growth, the Wiggins Mill lot would be a great space to hold current items with potential to add on. CM Chapman asks if a building next to Townhall would be able to house all equipment and be able to maintain the building.
 - a. PWS Boyer responded with yes there would be space to park and house all equipment and possibly more than the current Connex boxes.
 - i. TM Goodyear agrees.
 - b. CM Chapman counters with the question will the building be limited in size for future growth as well as placing a PW building in the center of town would go against the aesthetic of the Town. He asks that we continue conversation on the topic at the future date.
 - i. TM Goodyear asks if the committee would like to see drawings of each property to get a visual.



- c. CM Bangura asks if PW needs a temporary fix until a decision is made.
 - i. TM Goodyear states yes, a fix would be needed before the new police build so it does not disrupt construction.
 - ii. CM Chapman suggests getting another Connex box to store the equipment at the back of the Wiggins Mill property until plans have been arranged.
 - c. CM Chapman suggested a meeting with PW at the Wiggins Mill property to discuss plans.
 - 1. All agreed on meeting at the Wiggins Mill property to tour.
 - I. TM Goodyear stated she would need to give the tenant a 48-hour notice before arriving at the property.
- VIII. Discussion on 2025 Road Program as it relates to implementing first project.
 - a. TM Goodyear shares that a bid will need to be opened at the next council meeting for the repaving of Brook Ramble due to the cost being over the purchasing policy. It will be added to the next council agenda.
- IX. **ACTION ITEM:** Discuss the potential of a new tree in front of Little Italy Pizza Shop.
 - a. TM Goodyear states there is room in the budget to purchase and plant a tree in front of the business to replace the cone that is placed on the walkway.
- X. Ongoing Business Updates.
 - a. Adding motion to open a bid window for the addition of the Brook Ramble Road map.
 - b. Reaching out to the HOA company and board for the potential land acquisition.
 - c. Purchase and planting of tree for little Italy.
- XI. New Business.
 - a. None.
- XII. Discussion regarding next meeting date.
 - a. All agreed to meet at the Wiggins Mill property on Monday, April 7th, 2025.
 - b. A meeting will be held once a meeting with TV2 HOA board has been arranged.
- XIII. Adjourn.
 - a. All agreed to adjourn the meeting.



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1. Approximately 3:04 pm.
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