



**Town of Townsend Public Works & Land Use
Development (PWLUD) Committee Meeting
June 20th, 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:
- II. Opening Ceremonies
 - a. Roll Call:
 - b. Pledge of Allegiance:
 - c. Recognition of Visitors:
 - d. Announcements:
- III. Citizens Comments & Participation.
- IV. Adoption of Agenda.
- V. Approval / Rejection of Minutes:
 - a. **ACTION ITEM:** Approval/ Rejection of Public Works and Land Use Development Committee Minutes from the March 26th, 2025 Meeting.
- VI. Discussion on speed sign location on Commerce St.
- VII. Discussion on lighting improvements throughout the Town- EECBG Grant Funded.
- VIII. Discussion on EECBG Grant- Tree Planting Plans.
- IX. Discussion on 646 Wiggins Mill Rd- Property Inspection.
- X. Discussion on skate park improvement plans.
- XI. Discussion on pickleball court improvement plans.
- XII. Discussion on implementation of smaller park converting to a dog park.
- XIII. Ongoing Business Updates.
- XIV. New Business.
- XV. Discussion regarding next meeting date.
- XVI. Adjourn.

Committee Meetings will be held both in person and in a virtual format.

Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password **361631#** to enter the meeting. If you choose to access the meeting online click the following link:
<https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xjME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at <https://townsend.delaware.gov> or by joining the meeting via computer.



UNITED ELECTRIC SUPPLY - DOVE
551 S. DuPONT HIGHWAY
DOVER DE 19901
302-674-8351 Fax 302-674-3903

Quotation

QUOTE DATE	QUOTE NUMBER
05/29/25	S106335487
ORDER TO:	
UNITED ELECTRIC SUPPLY - DOVE	
551 S. DuPONT HIGHWAY	
DOVER DE 19901	
302-674-8351 Fax 302-674-3903	
PAGE NO.	
1	

QUOTE TO:
TOWN OF TOWNSEND
PO BOX 223
661 SOUTH ST.
TOWNSEND, DE 19734

SHIP TO:
TOWN OF TOWNSEND
PO BOX 223
661 SOUTH ST.
TOWNSEND, DE 19734

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		ORDERED BY	SALESPERSON	
95340		LIGHTING UPGRADE		KELSEY GALLAGHER 302-378-8082		Sales House Account
WRITER		SHIP VIA		TERMS	SHIP DATE	FREIGHT ALLOWED
Augustus Gallager		WILM TRUCK 03		Cash On Delivery	05/29/25	No
LINE#	ORDER QTY	DESCRIPTION			Net Pric	Ext Pric
1	7ea	SMA14F4J09SC03BKLABGRD SALEM ALUMINUM POLE, 14FT, SHAFT, 4IN DIAMETER FLUTED, .25 WALL, 9IN BASE, SQUARE PATTERN BOLT CIRCLE, TENON, 3.00 O.D. X 3IN TALL, BLACK, LESS ANCHOR BOLT, 1/2 COPPER GROUNDING LUG, HOLOPHANE **Subject to Mfr's Return Policy**				
2	7ea	GVD3 P30 30K MVOLT MS GL3 BK RB ST TGL PR7 FPD80 NL2X2, HOLOPHANE **Subject to Mfr's Return Policy**				
Subtotal -----					\$19000.00	18999.40
3	11ea	RABWFR16R149FA120WS WFRFAHO 6" RD PLA 14W S 1200LM 120V, RAB LIGHTING **Subject to Mfr's Return Policy**			17.500/ea	192.50
4	5ea	SPANELF3BS035UNVD8SC714GWH 62697 LUMEN AND CCT SELECTABLE LED PANEL 3B, 20/30/35W, 120 277V, 0 10V DIM, 2200/3300/4000 LUMENS, 80+ CRI, 3500/4000/5000K, 1X4, WHITE, 4/CS, FLAT PANEL, SYLVANIA			35.000/ea	175.00
5	42ea	SPANELF3BS045UNVD8SC724GWHTAA 62699 PANELF3BS045UNVD8SC724GWHTAA 4/CS 1/SKU,2x4, FLAT PANEL SYLVANIA			48.750/ea	2047.50
6	1ea	RABSLIM22-S-60, SLIM WALL PACK SMALL 60/50/40/30W 3000K/4000K/5000K ADJUSTABLE OPTIC 0DEG, 15DEG, 30DEG, 45DEG BRONZE, SLIM22-S-60, RAB LIGHTING			154.080/ea	154.08
7	3ea	PROP5864-3130K9 1LT 17W W/M FX,			166.440/ea	499.32
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Augustus Gallager		WILM TRUCK 03		Cash On Delivery		05/29/25		No	
LINE#	ORDER QTY	DESCRIPTION			Net Prc		Ext Prc		
		PROGRESS LIGHTING **Subject to Mfr's Return Policy** TAXES NOT INCLUDED							

This is a Quotation.

Prices are firm for 30 days with the exception of commodity products which are subject to change without notice.
Applicable taxes extra.

Subtotal	22067.80
FREIGHT	9.32
Amount Due	22077.12



FILEC ELECTRICAL SERVICES LLC

COMMERCIAL ⚡ SERVICE ⚡ INDUSTRIAL

5577 DUPONT PARKWAY

SMYRNA, DE 19977

(302) 328-7188

FAX (302) 328-7187

PROPOSAL

6/11/25

Town of Townsend
141 Main Street
Townsend DE, 19734

REF: S100088 Installation of LED Light Fixtures

FILEC Electrical Services LLC is pleased to provide you with our proposal and scope of work for the project referenced above. To accept, please review, sign and return the proposal to our office as soon as possible. If you have any questions, please do not hesitate to contact me.

Scope of Work:

- Install town provided LED indoor and outdoor light fixtures at Town Hall and Wiggins Mill Road (roughly 50 total fixtures)
- Remove and dispose of old light fixtures from site
- Provide and install new photocell if needed for exterior lights
- Excludes any switches or troubleshooting of any lights not working at the time of installation

Total: \$5,250.00

Please note: The signed proposal must be returned to our office and a 50% deposit is required to be paid before any work shall be scheduled.

CLARIFICATIONS:

Filec Electrical Services LLC hereby proposes to provide all the necessary labor for the above scope of work.

Pricing is based on all work being performed during normal business hours: Monday through Friday 7am – 3:30 pm.

Expiration of Offer- The proposal is valid for ten (10) calendar days after the proposal date. After ten days have expired, an updated proposal will be presented for signature.

Payment Terms- Upon signing this agreement Filec Electrical Services LLC payment terms are Net 15 calendar days from Date of invoice. 1.80% Interest charged per month on all balances 30 calendar days past invoice due date. In the event of arbitration or other legal action, the "customer" will be liable for all reasonable **attorney's fees and court costs**, as well as any other costs incurred by Filec in the enforcement of the terms of this agreement. A 50% deposit is required for all work. There will be a 3% convenience charge for all payments outside of check or cash.

If Filec Electrical Services LLC schedules for service and the work area is not accessible causing the work to be rescheduled, a \$250.00 trip charge will be added to the invoice. All schedule changes must be at least 24hours prior to the scheduled date and time.

All work will be completed in accordance with all state codes and regulations. Inspections will be indicated in the scope of work, otherwise it is not included in the price. Any work requiring drywall/plaster to be cut will be left as is and not repaired. Filec Electrical Services LLC does not repair or replace any drywall/plaster that is damaged and/or cut. Filec Electrical Services LLC cannot be held responsible for any work done outdoors that results in damaged grass/landscaping, including any underground systems not marked by homeowner/client.

Special systems are defined as work involving Tele/Data, Fire Alarm, Security/Access Controls, Structured Cabling, and AV/CCTV.

Plans/Specifications- Electrical work requested by others not indicated on plans and/ or specifications shall not be part of this agreement.

Change Orders- Deviation or alteration to the scope of this agreement, including plans or specifications, shall be executed upon receipt of written orders approved in writing by both parties.

Design Errors- Wiring modifications required because of errors in design by the architect or engineer shall be considered a change order.

Equipment Supplied by Others- Filec Electrical Services LLC will not be responsible for the installation, damage, theft, vandalism, storage, or warrant of equipment supplied by others.

Terminations of Agreement- This Agreement shall remain in effect for length of the project and/or not exceeding sixty (60) days. This agreement may be terminated upon fifteen (15) days written notice to the other party. All time and materials must be paid as outlined above.

Warranty- Warranty of electrical material and equipment supplied by Filec Electrical Services LLC shall be for a period of one year from the date of final invoice. No warranty will be provided for materials and equipment supplied by others, and no warranty work shall be performed while invoices including change orders are past due.

This proposal/ quotation does not become legal and binding unless signed by both parties and serves as an agreement of work thereon after.

Owner/Contractor

Date: _____

Brandon Prang, Service Manager

Filec Electrical Services LLC

INVOICE

GENERATION ELECTRICAL
SERVICES
PO Box 225
302.540.0397
Townsend, DE 19734-0225

info@generationelectricalservices.co
m
+1 (302) 636-2144
http://www.generationelectricalserv
es.com



Bill to
Town of Townsend

Invoice details
Invoice no.: 1426
Terms: Due on receipt
Invoice date: 06/16/2025
Due date: 06/16/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Fixture install	Install approximately 53 fixtures 51 at town hall and 2 at satellite office price is for labor only , fixtures to be provided by the town.	1	\$3,900.00	\$3,900.00

Ways to pay



Total \$3,900.00

Overdue 06/16/2025

View and pay



Date	Estimate #
6/20/2025	986

Customer Information

Description	Qty	Rate	Total
Labor to install town supplied light fixture per email and conversations in building		3,100.00	3,100.00

Customer Approved	Total	\$3,100.00
Signature: _____		
Date: _____		
J&B Electrical Services Estimates are valid for 30 DAYS.		