



**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: CM J. Bangura, CM M. Chapman, TM J. Goodyear, and PWS R. Boyer (Via Zoom)
- II. Opening Ceremonies
 - a. Roll Call: None.
 - b. Pledge of Allegiance: None.
 - c. Recognition of Visitors: None.
 - d. Announcements: None.
- III. Citizens Comments & Participation.
 - a. None.
- IV. Adoption of Agenda.
 - a. *All agreed to adopt the agenda as written.*
- V. Approval / Rejection of Minutes:
 - a. **ACTION ITEM:** Approval/ Rejection of Public Works and Land Use Development Committee Minutes from March 26th, 2025, Meeting.
 1. *All agreed to approve the public works and land use development committee minutes from the March 26th, 2025, meeting.*
- VI. Discussion on speed sign location on Commerce St.
 - a. TM Goodyear presented the possibility of adding a speed sign to Commerce St as discussed at the last council meeting with two new possible locations.
 1. The committee asked for more clarity on the locations.
 - I. PWS Boyer responded with a brief description of where he would place a radar sign, which is where the Town's newly acquired park is or the sign could go on a pre-existing wooden telephone pole.
 2. CM Bangura asks for the cost of the proposed project.
 - I. TM Goodyear explained there would be an auger rental needed to create space for the speed sign. Rental and necessary supplies would cost roughly \$500.
 - a. CM Bangura asks if the speed sign is necessary.
 - i. TM Goodyear stated that it has been requested by many residents.



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b. CM Chapman expressed that complaints vs. actual incident data would be great to have before proceeding. He asks if the police can put their mobile speed sign out at the proposed location for 60 days to have data gathered before committing to the project.

i. TM Goodyear states yes, she can request this.

VII. Discussion on lighting improvements throughout the Town- EECBG Grant Funded.

- a. TM Goodyear shares the Town was awarded \$40,000 for an EECBG Grant to improve lighting throughout town. She explains the estimates from local contractors and a lighting distributor that were collected.
1. CM Chapman asks if the Town Park is eligible for lighting upgrades.
 - I. TM Goodyear states yes, anywhere in Town is eligible.
 2. CM Bangura asks TM Goodyear what would be priority on using the grant money for.
 - I. TM Goodyear shares that tree planting and Townhall lighting upgrade would be priority for her.
 - II. CM Chapman shares this may be a good opportunity for bettering the lighting at the park instead. He would like to get some quotes on park lighting as well.
 3. TM Goodyear reiterates the request that more light quotes are being requested for park lighting to be added into the already given quotes and for those costs to be broken down.
 - I. Both CM confirm yes.

VIII. Discussion on EECBG Grant- Tree Planting Plans.

- a. CM Chapman states that the Town should focus on the lighting of the town first and any grant money left over should be used for tree planting.
1. CM Bangura and TM Goodyear agreed.

IX. Discussion on 646 Wiggins Mill Rd- Property Inspection.

- a. TM Goodyear shares that the property inspection was performed and the home was left in good condition. A report is being created by TM Goodyear and PWS Boyer which will be shared at the next Council meeting in July.

X. Discussion on skate park improvement plans.

- a. PWS Boyer shares the repairs needed to improve the skatepark. There are sections of pavement that need repaired. These repairs are a safety hazard.



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1. TM Goodyear asks if any of the quotes PWS Boyer reached out for have gotten back to him.
 - I. PWS Boyer states yes, some have gotten back to him but the scope of what they are recommending is very wide so he would like to reach out for more quotes.
 - a. TM Goodyear asks if this task can be completed by July or August.
 - i. PWS Boyer states July.
2. CM Chapman asks PWS Boyer is he can please take photos of the items needing repaired to see if the repairs can be salvageable. He also stated if it is a true safety hazard then the skate park needs to be caution taped off and the repairs need to be moved to the top of their priorities.
 - I. All agreed.

XI. Discussion on pickleball court improvement plans.

- a. TM Goodyear states that PWS Boyer reached out to a few contractors to repair the pavement in the pickleball court.
 1. PWS Boyer states that he's been told by most of the contractors that the drainage and vegetation at the pickleball court is the reason for the fast deterioration. He states a grated drain would be the most cost effective.
 2. CM Chapman asks why not a French drain vs. a grate drain.
 - I. TM Goodyear states that its not PWS Boyers recommendation it is the suggesting contractors recommendation. She asks PWS Boyer when they could see a few proposals.
 - a. PWS Boyer states that he has received one already but can reach out for more.
 - i. TM Goodyear asks if the proposal is going to cost more than \$45,000, it will need to have a bid opened.
 1. PWS Boyer states he is unsure.
 - ii. CM Chapman recommends soliciting more quotes as well as reaching out to CM Carter to see if there is any help we could receive from him.
 1. All agreed.

XII. Discussion on implementation of smaller park converting to a dog park.



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- a. TM Goodyear shares that a condition assessment has been performed for the smaller park and it was deemed a non-usable condition. To get it to a usable condition would far exceed the Town's resources. CM Wiggins suggested turning the park into a dog park to save money and have another amenity that the town does not have yet. She asks the committee to cosign on the idea.
 - 1. CM Chapman would like to explore the potential expenses before cosigning on the idea such as seeding, waste bags, upkeep, parking, etc.
 - I. TM Goodyear answers that a lot of the same items would be needed for it to be a regular park either way.
 - a. CM Bangura agrees.
 - 2. CM Chapman asks TM Goodyear to ask the Town what they would like to have.
 - I. TM Goodyear states yes she can put out a survey, and asks when to reconvene.
 - a. Both CM agree August.

XIII. Ongoing Business Updates.

- a. None.

XIV. New Business.

- a. TM Goodyear states that the Town has grant funding in the amount of \$30,000 for a feasibility study for a walking path. The deadline has been extended 3 times so far, so she would like to have this done sooner than later.
 - 1. CM Bangura recommends presenting this to the Council to get things moving.

XV. Discussion regarding next meeting date.

- a. *All agreed on July 11th at 12:30pm.*

XVI. Adjourn.

- a. *All agreed to adjourn the meeting.*
 - 1. *Meeting adjourned at approximately 3:15pm.*
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