



**Public Works & Land Use Development Committee
Meeting**

**October 22nd, 2025 @ 4:00 pm
VIA Conference Call & Town Hall
141 Main St. Townsend, DE 19734**

4:00 pm Public Works & Land Use
Development 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 July 11th, 2025, Meeting.
- VI. **ACTION ITEM:** Discussion and Review of Collection of Quotes for the Patching of Helen Drive.
- VII. **ACTION ITEM:** Discussion and Review of Collection of Quotes for Sidewalk Repairs.
- VIII. **ACTION ITEM:** Discussion and Review of Electrical and Concrete Installation Quotes for Light Installs at The Town Park.
- IX. **ACTION ITEM:** Discussion and Review of DelDot request for traffic signage installation.
- X. Ongoing Business Updates.
- XI. Discussion of future agenda items.
- XII. Discussion regarding next meeting dates.
- XIII. Adjournment.

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.

Helen Drive

S&M, Advance, Cipilloni, Casey Battles, and Cirillo were contacted for quotes-

Received From Cipilloni - \$31,600 to repair Multiple sections

303 to 305 Helen Dr. 12' x 35' and 15' x 42'	\$5,200.00
307 to Crn of Merle, 184' x 25':	\$16,000.00
Crn of Merle to 316, 116' x 14' and 106' x 14':	\$10,400.00

Casey Battles opted out of project

Never received quote from Cirillo, even after follow up on 10/13

S&M and Advance were called for additional and awaiting estimated that should be in no later than Tuesday to share those numbers with committee.

Quotes for sidewalk repairs (please refine number to a per-square basis).

Met with Mark from PSP and Casey Battles –

- Mark would incorporate sidewalk repairs with park project
- Casey Battles Quote has not come in as of 10/17/2025

***There is not a “per-square” price available due to not knowing a full scope of what that would cover. Product is cheaper the more that is needed for each project.

Example- Concrete volume cost to do 3 4x4 squares of sidewalk is more expensive than the amount to do 25 4x4 squares.

Visual inspection of the encroachment list with the Co-Chair of the Committee and report findings to the Town Manager for record.

Completed with Councilman Chapman on 10/15/2025

Electrical quotes for light installs at the Park.

Met with Masten Electrical on 10/12/2025 – Scope of project may change due to finding blue prints with conduit to areas of the park. Will need to discuss with committee in regards to possible changes of lighting placement.

Quotes for concrete work for the light installs at the Park.

Electrical contractors will perform all work including concrete base and pole installation.

Price of poles (per pole) with distributor (Gus).

This information will be available on Monday, 10/20/2025

See attached spec sheets for options