



## Public Works & Land Use Development Committee

### Meeting

November 21<sup>st</sup>, 2025 @ 2:00 pm  
VIA Conference Call & Town Hall  
141 Main St. Townsend, DE 19734

#### 2:00 pm Public Works & Land Use Development Committee Meeting

- I. Call to Order: Approximately 2:12pm.
- II. Opening Ceremonies
  - a. Roll Call: CM M. Chapman, CM S. Sharif, TM J. Goodyear, PWS R. Boyer, TC K. Gallagher
  - b. Pledge of Allegiance: None.
  - c. Recognition of Visitors: S. Lobdell
  - d. Announcements: None.
- III. Citizens Comments & Participation
  - a. Visitor S. Lobdell states he has been working with Delmarva regarding additional lighting on Main St at zero cost to the Town. He is suggesting pole-mounted lights.
- IV. Adoption of Agenda.
  - a. *All agreed to adopt the agenda.*
- V. **ACTION ITEM:** Discussion and review of collection of quotes for sidewalk repairs.
  - a. PWS Boyer shared information collected on concrete slabs and sidewalk repairs.
    1. CM Chapman asked how many sidewalks need repaired.
      - I. PWS Boyer would like to clarify what areas are state and what are town before having an official number.
        - a. TM Goodyear expresses there may be more value in repairing no matter what than having to wait for Del-dot.
        - b. CM Chapman suggested offering repairs to Del-dot for reimbursement.
          - i. PWS Boyer suggesting starting at 50 repairs
        - c. TM Goodyear asks for additional quotes and a priority list for the next meeting.



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- VI. ACTION ITEM:** Discussion and review of findings of park inspection for Conduit lines.
- a. PWS Boyer shared that upon review from an electrician the conduit lines will need to be toned.
    - 1. CM Chapman asked the cost of new conduit lines or finding the current lines with toner.
      - I. PWS Boyer confirmed that he will gather pricing.
- VII. ACTION ITEM:** Discussion and review of collection of quotes for Pole Building Structures.
- a. PWS Boyer presented the two quotes given to him from Pole Buildings Unlimited and Diamond State Pole Buildings. He shares that PBU only quotes 4' but needs to quote at least 6' preferably 8'.
    - 1. TM Goodyear stated that the cost being over \$50,000 the project would need an RFP.
- VIII. ACTION ITEM:** Discussion and review of collection of quotes for Concrete pad for PW facility.
- a. This action item was discussed with Pole building quotes.
- IX. ACTION ITEM:** Discussion and review of options to install a Restroom at the Large Community Park.
- a. CM Chapman would like to meet at the park to determine possible locations.
- X. ACTION ITEM:** Discussion and review of Roads Program Budget and MSA funding analysis.
- a. TM Goodyear shares a report made by FO Helms regarding the Roads Program and MSA Funding.
    - 1. CM Chapman is requesting MSA funds be transferred back to the road repair budget.
      - I. TM Goodyear suggested discussion at the Finance committee level.
- XI. ACTION ITEM:** Discussion and review of Del-dot signage updates.
- a. TM Goodyear shared that there is no new update on Del-dot signage.
- XII. Ongoing Business Updates.**



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a. None.

**XIII.** Discussion of future agenda items.

a. None.

**XIV.** Discussion regarding next meeting dates.

a. *All agreed to meet on December 16<sup>th</sup>, at 5pm.*

**XV.** Adjournment.

a. *All agreed to adjourn the meeting.*

*1. Meeting adjourned approximately 2:53pm.*