



**Townsend Town Council Special Meeting Agenda  
December 16<sup>th</sup>, 2025 @ 5:00 pm  
VIA CONFERENCE CALL & Town Hall  
141 Main St, Townsend, DE 19734**

**5:00 pm Town Council Meeting**

- I. Call to Order: Approximately 5:08pm.
- II. Opening Ceremonies
  - A. Roll Call: Mayor S. Lobdell, CM M. Chapman, TM J. Goodyear, PWS R. Boyer, TS L. Hatfield (Via Zoom), CM S. Sharif (Via Zoom) & CM D. Wiggins (Via Zoom).
  - B. Pledge of Allegiance: None.
  - C. Moment of Silence: None.
  - D. Recognition of Visitors: None.
  - E. Announcements: None.
- III. General Citizen Comments:
  - A. None.
- IV. Review/Adoption of Agenda
  - A. *CM Chapman made a motion to approve the agenda as written. Mayor Lobdell seconded the motion. Voice Vote of Council- all yeas.*
- V. **ACTION ITEM:** Discussion and review with potential vote of Council to approve HVAC proposal for Town Hall systems.
  - A. PWS Boyer shares the quotes that were received for HVAC Systems for Town hall for discussion.
    1. CM Chapman made a motion to vote and approve proposal #1, in the amount of \$27,036.00 from cash reserves. CM Sharif seconded the motion. Voice vote of Council- all yeas.
- VI. **ACTION ITEM: Discussion and Possible Vote on Turning Over Open Space in TVI & TVII.**
  - A. TS Hatfield wanted to add this in case it needed to be discussed. However, there are no new updates. TS Hatfield is planning to move forward on January 2<sup>nd</sup>.
- VI. Discussion of future agenda items.
  - a. None.
- VII. Adjournment.
  - a. *CM Chapman made a motion to adjourn the meeting. Mayor Lobdell seconded the motion. Voice vote of Council- all yeas.*

*i. Meeting adjourned approximately 5:22pm.*

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Revised KG 12/10/2025