



**Town of Townsend Public Works & Land Use  
Development (PWLUD) Committee Meeting  
July 11<sup>th</sup>, 2025 @ 12:30 pm  
VIA Conference Call & Town Hall  
141 Main Street Townsend, DE 19734**

12:30 pm Public Works & Land Use Development (PWLUD) Committee Meeting

- I. Call to Order: Approximately 12:33 pm.
- II. Opening Ceremonies
  - a. Roll Call: CM M. Chapman, CM J. Bangura, TM J. Goodyear, & PWS R. Boyer.
  - 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.*
- V. Approval / Rejection of Minutes:
  - a. **ACTION ITEM:** Approval/ Rejection of Public Works and Land Use Development Committee Minutes from June 20<sup>th</sup>, 2025, Meeting.
    1. *All agreed to approve the Public Works and Land Use Development Committee Minutes from June 20<sup>th</sup>, 2025.*
- VI. Discussion on Pickleball Court repair proposals.
  - a. PWS Boyer states he had 3 contractors come out to submit proposals. Two out of Three submitted. One from Play Structures Plus and another from Grover Asphalt. The proposals are not far off each other in regard to cost. Play Structure Plus would like to install one French drain, and Grover asphalt would like to install two French drains.
    1. CM Bangura asks for more information on Grover Asphalt and if there are any concerns on either of the companies.
      - I. PWS Boyer states Grover Asphalt is a local contractor but there is a good working relationship with both companies.
      - II. TM Goodyear states both companies do satisfactory work.
    2. CM Chapman favors the proposal given from Play Structure Plus. He would like to have two drain plugs to have as a backup in case one gets blocked.
      - I. TM Goodyear asks PWS Boyer how long the job is projected to take and who will be overseeing the project.
        - a. PWS Boyer says he is unsure how long the project will take but he will contact the company and find out. He is also



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- willing to oversee the project and ensure that it is done properly.
- II. CM Chapman asks if there is warranty on the project.
    - a. PWS Boyer says he is unsure, but he will contact the company to find out.
  3. TM Goodyear shares that this project is out of her spending authority so Council will need to authorize the work. She states the proposed budget is \$20,000 for the 2026 fiscal year and this project will use most of that.
    - I. CM Bangura asks what the urgency is for the project.
      - a. TM Goodyear states the longer that this is let go the worse it will become and the more costly it will become.
    - II. CM Chapman recommended that right now the project is not a safety hazard but it could become a safety hazard so the Town should try to take care of it now.
      - a. TM Goodyear and CM Bangura agree with CM Chapman on proceeding with the repairs and using Play Structures Plus.
  - VII. Discussion on Skate Park Inspection results and plan.
    - a. PWS Boyer shares he made repairs to the skate park and that all was well with the inspection.
  - VIII. Discussion on 646 Wiggins Mill Property inspection review.
    - a. TM Goodyear shares that she has prepared a list of items that could be repaired or renovated. She would like for Council to determine what the purpose of the property will be before moving forward with the list.
      1. CM Chapman recommends that if the property itself is in good shape that is what matters. The house may not be needed but the property and garage are.
        - I. All agree with this recommendation.
  - IX. Discussion and review of proposals on lighting improvements throughout the Town-EECBG Grant Funded.
    - a. TM Goodyear shares a quote given from United Electric Supply for lighting materials.
      1. CM Chapman would like to see quotes on electrical installation for the lighting materials listed.
      2. CM Bangura asks where the lights will be installed.
        - I. TM Goodyear states that location has not been decided yet. Once she has a complete cost she can see where the lights can be placed.



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- b.** TM Goodyear asks the committee to decide on the location of the new light placements before proceeding with the ordering of the materials. TM Goodyear is going to create a map for the next meeting so lighting placement can be determined.
  - X.** Ongoing Business Updates.
    - a.** None.
  - XI.** New Business.
    - a.** None.
  - XII.** Discussion regarding next meeting date.
    - a.** *All agreed to meet on August 14<sup>th</sup> at 2pm.*
  - XIII.** Adjourn.
    - a.** All agreed to adjourn the meeting.
      - 1. Meeting adjourned at approximately 2:46pm.*
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