



Townsend Town Council Meeting Agenda
March 4th, 2026 @ 7:00 pm
VIA CONFERENCE CALL & Town Hall
141 Main St, Townsend, DE 19734

7:00 pm Town Council Meeting

- I. Call to Order: Approximately 7:03pm.
- II. Opening Ceremonies
 - A. Roll Call: Mayor Lobdell, CM Sharif, CM Chapman, CM Bangura, CM Wiggins, TM Goodyear, TS Hatfield, TE Miller, PWS Boyer, & Chief McCloskey.
 - B. Pledge of Allegiance: All participated in the Pledge of Allegiance.
 - C. Moment of Silence: All participated in a Moment of Silence.
 - D. Recognition of Visitors: NCC CM Carter & M. Ryde
 - E. Announcements: None.
- III. General Citizen Comments
 - A. None.
- IV. Review/Adoption of Agenda
 - A. *CM Chapman made a motion to adopt the agenda as written. CM Sharif seconded the motion. Voice vote of Council- all yeas.*
- V. Approval/ Rejection of Minutes:
 - A. **ACTION ITEM:** Approval/Rejection of Town Council Executive Meeting Minutes from October 15th, 2025, Town Council Meeting.
 1. *CM Bangura made a motion to approve the Executive Meeting Minutes from October 15th, 2025, Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*
 - B. **ACTION ITEM:** Approval/Rejection of Town Council Executive Meeting Minutes from November 5th, 2025, Town Council Meeting.
 1. *CM Bangura made a motion to approve the Executive Meeting Minutes from November 5th, 2025, Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*
 - C. **ACTION ITEM:** Approval/Rejection of Town Council Executive Meeting Minutes from January 7th, 2026, Town Council Meeting.
 1. *CM Bangura made a motion to approve the Executive Meeting Minutes from January 7th, 2026, Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*

D. **ACTION ITEM:** Approval/Rejection of Town Council Executive Meeting Minutes from February 4th, 2026, Town Council Meeting.

1. *CM Bangura made a motion to approve the Executive Meeting Minutes from February 4th, 2026, Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*

E. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from February 4th, 2026, Town Council Meeting.

1. *CM Bangura made a motion to approve the Meeting Minutes from February 4th, 2026, Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*

VI. Departmental Reports:

A. Mayor S. Lobdell

1. None.

B. New Castle County Councilman David Carter

1. NCC CM Carter shared an update on County Tax assessments, Updated school tax, and possible data centers throughout NCC.

C. Town of Townsend Police Chief's Report

1. **ACTION ITEM:** Discussion and review of updates on hiring new members of Police Force.
 - i. Chief McCloskey shared that since raising the Police pay scale there has been much more interest and potential candidates. He introduced visitor Cpl. Ryde as a potential hire for the Town. He is a newly retired state officer who already has years of experience under his belt and is ready to put on a uniform and get to work.

D. Town Solicitor Lisa Hatfield

1. TS Hatfield provided an update on items she has been working on regarding open space and Planning Commission.
2. **ACTION ITEM:** Discussion and Review of FOIA guidelines and regulations.
 - i. TS Hatfield gave brief examples of FOIA violations from other municipalities.

E. Town Engineer Brian Miller

1. TE Miller gave a brief overview of his monthly report.

F. Town Manager Julie Goodyear

1. TM Goodyear gave a brief overview of her monthly report.

2. **ACTION ITEM:** Discussion and review of updates on hiring a new temporary Part-time Public Works Crew Member.

i. TM Goodyear shared that a temp PT Public Works Crew Member has been hired. They will be working from April-September.

G. Public Works Supervisor Rick Boyer

1. PWS Boyer gave a brief overview of his monthly report.

i. CM Chapman suggested prioritizing the fixing of potholes at Helen Dr.

1. PWS Boyer agrees and stated that the snow and plowing made the pothole worse.

ii. CM Wiggins commended the PW Dept for their hard work with the most recent snow event.

VII. Committee Reports:

A. **Finance Committee:** Chair: Councilman J. Bangura, Co-Chair: Mayor S. Lobdell

1. **ACTION ITEM:** Review and possible discussion on the January 2026 Budget vs. Actual Reports.

a. TM Goodyear shared on FO Helms' behalf that Tax payments are outpacing the expected amount, as well as permitting. She also shared that insurance costs have increased.

B. **Human Resources Committee:** Chair: Councilman Sharif, Co-Chair: Mayor S. Lobdell

1. Nothing to share.

C. **Public Works and Land Use Development Committee:** Chair: Councilman M. Chapman, Co-Chair: Councilman S. Sharif

1. Nothing to share.

D. **Public Safety Committee:** Chair: Councilman D. Wiggins, Co-Chair: Councilman J. Bangura

1. CM Wiggins shares that the Committee has made progress with the proposed PD pay scale and the potential new PD vehicles.

2. **ACTION ITEM:** Discussion and Review with potential vote of Council to approval of Change Order Requests and spending threshold for Police Building Items.

a. No Action Taken.

E. **Community Engagement Committee:** Chair: Councilman D. Wiggins

1. CM Wiggins gave a brief update regarding upcoming Town Fair on May 30th, and other Town Events. The other events will be a Town Yard Sale on June 20th with a rain date of June 27th, as well as a Town Dump Day which will be the following Monday after the Town Yard Sales. There will be a sign-up posted in the coming months. There will also be a Town coloring contest through the month of April. Lastly, the committee is going to recognize the fire department for their help and service to the Town.

- a. TM Goodyear shared that the Girl Scout will be starting on their Gaga Ball Pit project at the Town park and it will be completed in the next two weeks.

2. CM Wiggins also shared that Town Council was invited to speak at the Middletown Chamber of Commerce to bridge the gap between the two Towns.

F. **Code Review Committee:** Chair: Mayor S. Lobdell, Co-Chair: Councilman M. Chapman

1. TM Goodyear requested schedule availability from the committee so a meeting can be scheduled.

VIII. Discussion of future agenda items.

A. None.

IX. Recess Council Meeting to Convene Executive Session.

A. *CM Chapman made a motion to recess the Council meeting to convene an executive session. CM Sharif seconded the motion. Voice vote of Council- all yeas.*

1. *Meeting adjourned at approximately 8:16pm.*

X. **Convene Executive Session:** Pursuant to 29 Del. C. §§10004(b)(2)(9), the Town Council will consider a motion to meet in an executive session for the discussion of preliminary discussions on site acquisition for any publicly funded capital improvements, sale or leases of real property and personnel matters.

XI. **Close Executive Session & Re-convene Council Meeting.**

A. *CM Chapman made a motion to close executive session and re-convene the Council Meeting. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

1. *Council meeting was reconvened at approximately 10:35pm.*

B. **ACTION ITEM:** Possible vote of Council.

1. *CM Chapman made a motion to allocate \$63,300 to acquire 0 Chestnut Street with 50% being from grant money and \$31,650 being allocated from Public Works. CM Sharif seconded the motion. Voice vote of Council- all yeas.*

2. *CM Wiggins made a motion to increase MC Peters' salary to \$66,000. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

3. *CM Wiggins made a motion to offer Earl McCloskey the Chief of Police position. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

XII. Adjournment.

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- A. *CM Wiggins made a motion to adjourn the meeting. CM Chapman seconded the motion. Voice vote of Council- all yeas.*

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1. *Meeting adjourned at approximately 10:45pm.*
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