



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

**May 21st, 2026 @ 3:30 pm
VIA Conference Call & Town Hall
141 Main St. Townsend, DE 19734**

3:30 pm Public Works & Land Use
Development Committee Meeting

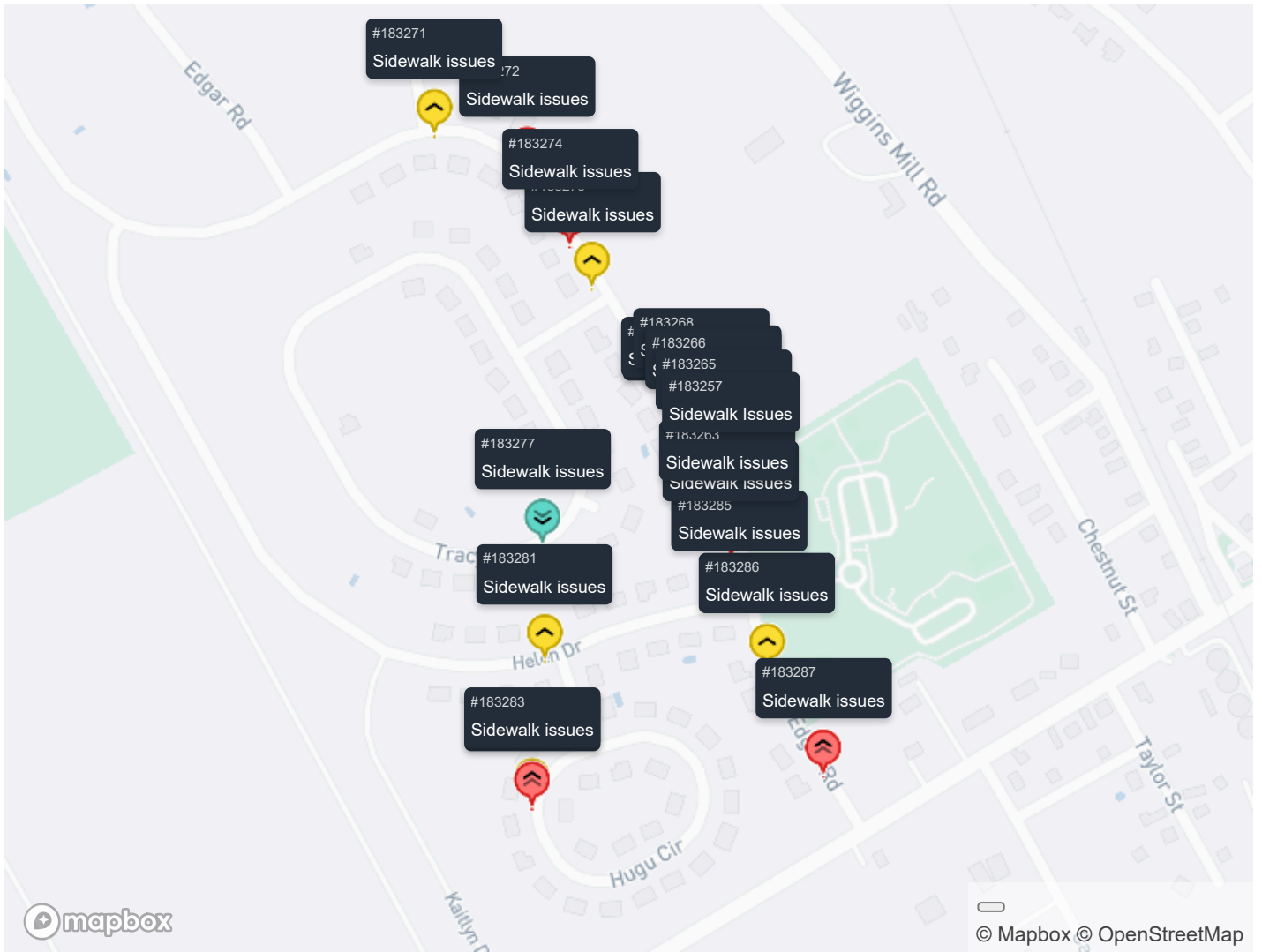
- I. Call to Order:
- II. Opening Ceremonies
 - a. Roll Call:
 - b. Pledge of Allegiance:
 - c. Recognition of Visitors:
 - d. Announcements:
- III. Citizens Comments & Participation
- IV. Adoption of Agenda.
- V. **ACTION ITEM:** Discussion and Review of TVI Sidewalk Prioritization.
- VI. **ACTION ITEM:** Discussion and Review of Sidewalk/Road budget for FY27.
- VII. **ACTION ITEM:** Discussion and Review of "Townsend Green" space.
- VIII. **ACTION ITEM:** Discussion and review of RFP opening for Helen Dr. & Merle Ln.
- IX. Ongoing Business Updates.
- X. Discussion of future agenda items.
- XI. Discussion regarding next meeting dates.
- XII. 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.

Overview



20 Work Orders

- 🔴 #183287 Sidewalk issues, 103 Edgar Road, Townsend, Delaware 19734
- 🟡 #183286 Sidewalk issues, 111 Edgar Road, Townsend, Delaware 19734
- 🔴 #183285 Sidewalk issues, 301 Helen Drive, Townsend, Delaware 19734
- 🔴 #183284 Sidewalk issues, 516 Hugu Circle, Townsend, Delaware 19734
- 🟡 #183283 Sidewalk issues, 516 Hugu Circle, Townsend, Delaware 19734
- 🟡 #183281 Sidewalk issues, 313 Helen Drive, Townsend, Delaware 19734
- 🔴 #183280 Sidewalk issues, 123 Edgar Road, Townsend, Delaware 19734
- 🔴 #183278 Sidewalk issues, 123 Edgar Road, Townsend, Delaware 19734
- 🟢 #183277 Sidewalk issues, 722 Tracy Circle, Townsend, Delaware 19734
- 🟡 #183275 Sidewalk issues, Jamie Lane, Townsend, Delaware 19734
- 🔴 #183274 Sidewalk issues, 146 Edgar Road, Townsend, Delaware 19734
- 🔴 #183272 Sidewalk issues, 168 Edgar Road, Townsend, Delaware 19734
- 🟡 #183271 Sidewalk issues, 198 Edgar Road, Townsend, Delaware 19734
- 🟡 #183268 Sidewalk issues, 120 Edgar Road, Townsend, Delaware 19734
- 🔴 #183267 Sidewalk issues, 118 Edgar Road, Townsend, Delaware 19734
- 🔴 #183266 Sidewalk issues, 118 Edgar Road, Townsend, Delaware 19734
- 🔴 #183265 Sidewalk issues, 116 Edgar Road, Townsend, Delaware 19734
- 🔴 #183264 Sidewalk issues, 119 Edgar Road, Townsend, Delaware 19734
- 🔴 #183263 Sidewalk issues, 119 Edgar Road, Townsend, Delaware 19734
- 🔴 #183257 Sidewalk Issues, 114 Edgar Road, Townsend, Delaware 19734

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:31 AM # 183287 📍 103 Edgar Road, Townsend, Delaware 19734 (39.392937, -75.698067)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App

[Link](#)

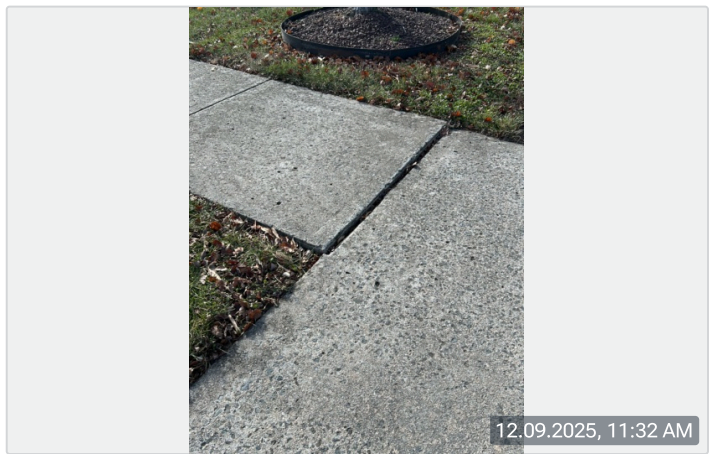
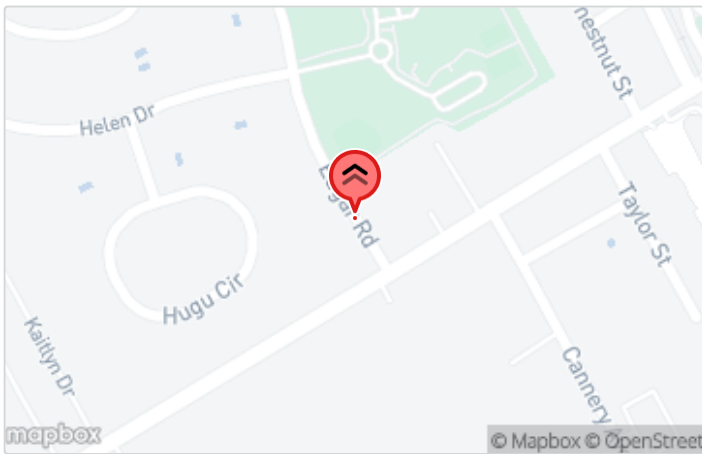


Mark Work Order as done

[Link](#)



Handwritten notes



✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:29 AM # 183286 📍 111 Edgar Road, Townsend, Delaware 19734 (39.393719, -75.698601)

Status

✳️ **Open**

Priority

⬇️ **Medium**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2-4 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App

[Link](#)

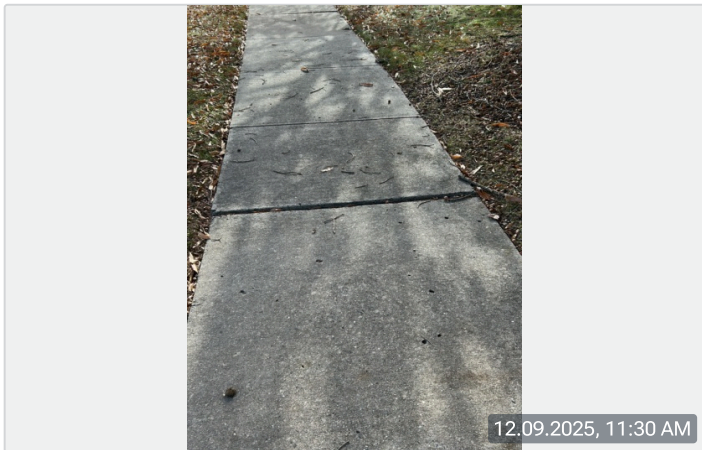
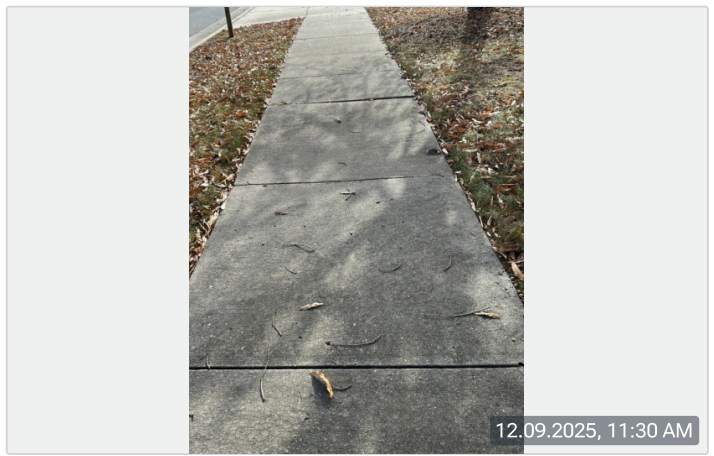
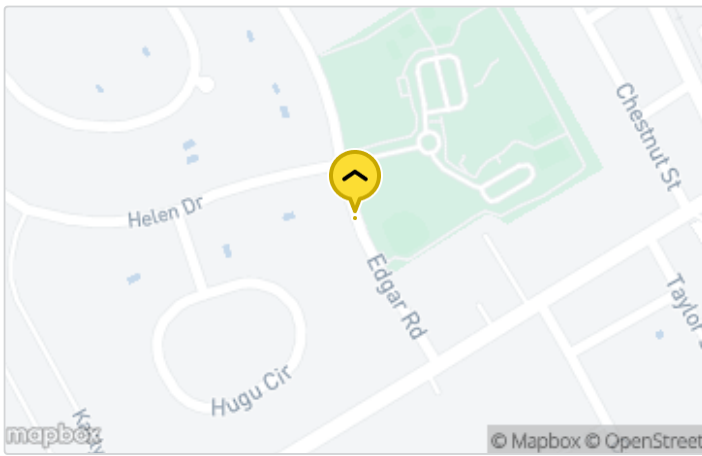


Mark Work Order as done

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✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:27 AM # 183285 📍 301 Helen Drive, Townsend, Delaware 19734 (39.394176, -75.698860)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

5-6 blocks around corner

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App



[Link](#)

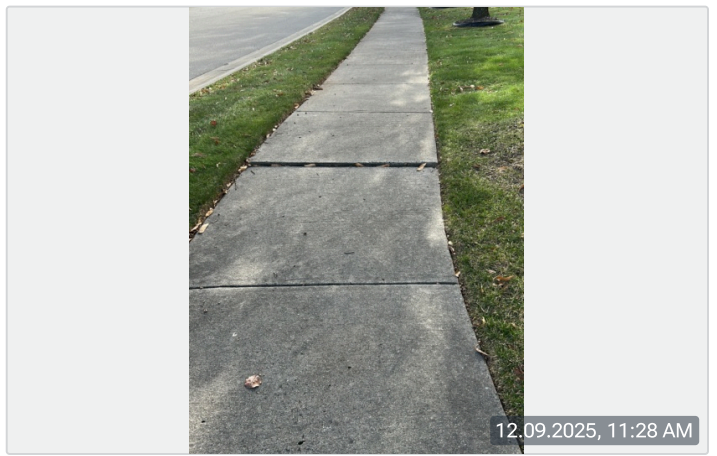
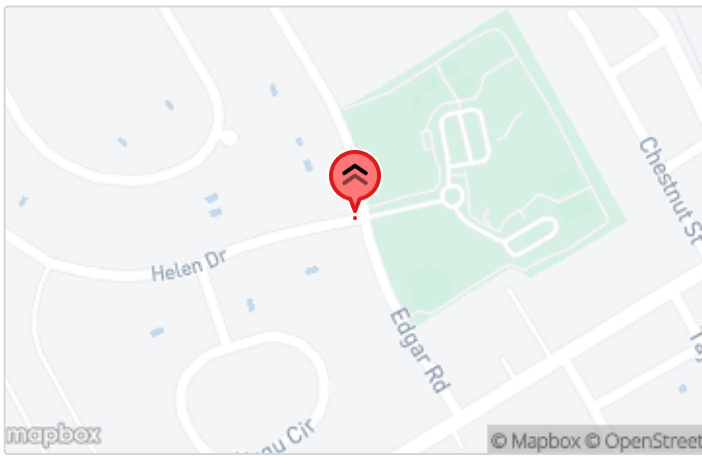


Mark Work Order as done

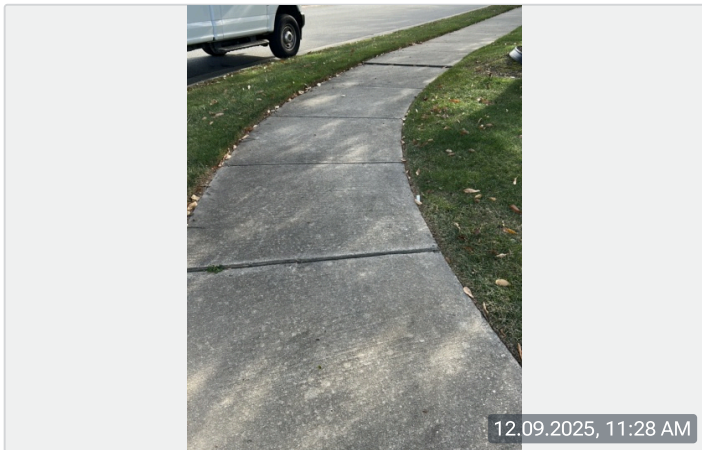


[Link](#)

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12.09.2025, 11:28 AM



12.09.2025, 11:28 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:24 AM # 183284 📍 516 Hugu Circle, Townsend, Delaware 19734 (39.392700, -75.700844)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2-3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App



[Link](#)

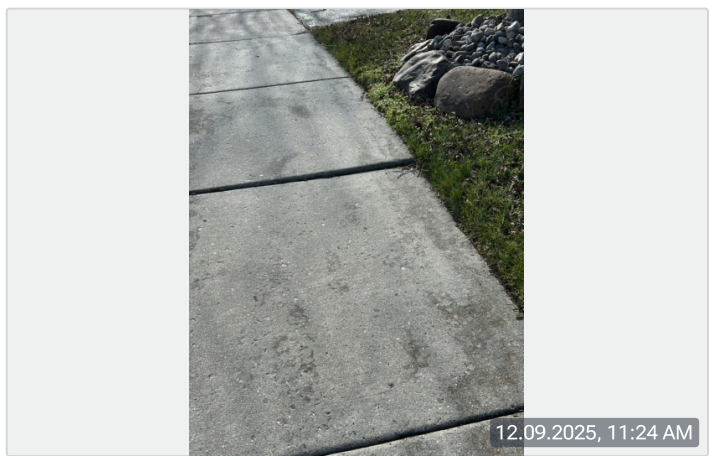
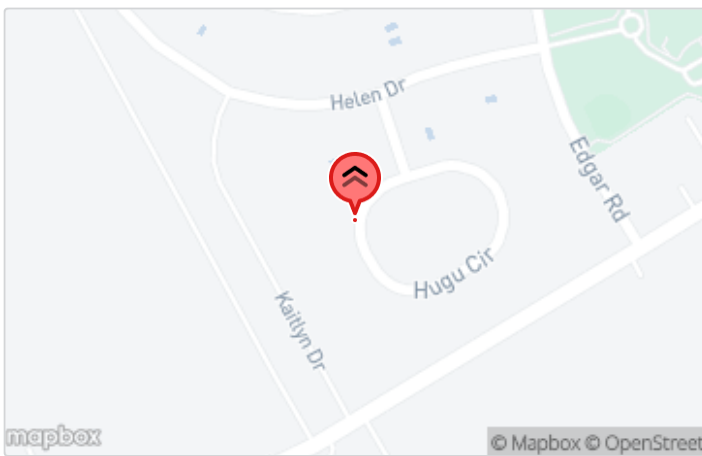


Mark Work Order as done



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✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:23 AM # 183283 📍 516 Hugu Circle, Townsend, Delaware 19734 (39.392727, -75.700844)

Status

✳️ **Open**

Priority

⬇️ **Medium**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

213 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App



[Link](#)

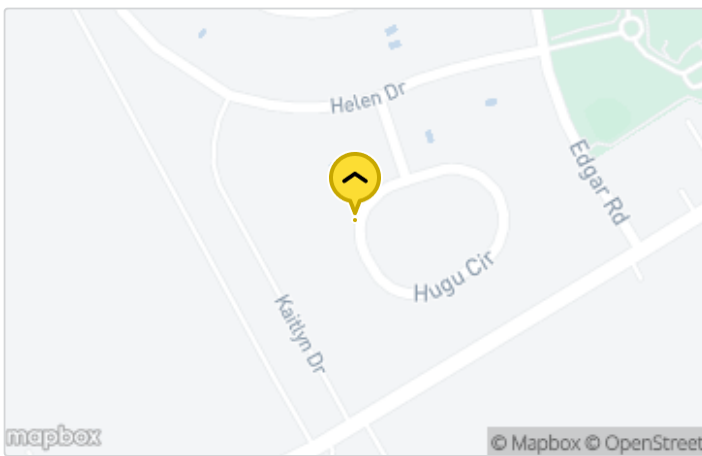


Mark Work Order as done



[Link](#)

Handwritten notes



12.09.2025, 11:24 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:21 AM # 183281 📍 313 Helen Drive, Townsend, Delaware 19734 (39.393787, -75.700722)

Status

✳️ **Open**

Priority

⬇️ **Medium**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

1-2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App



[Link](#)

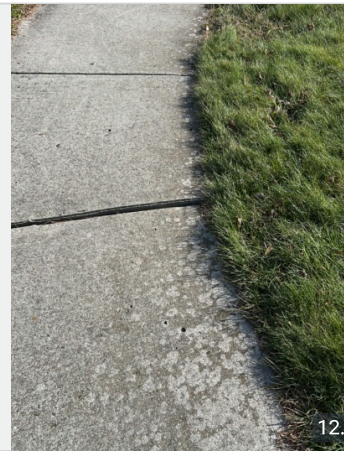
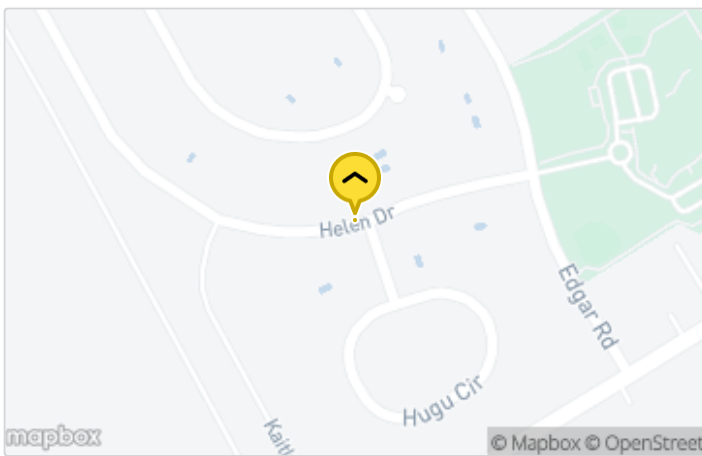


Mark Work Order as done



[Link](#)

Handwritten notes



12.09.2025, 11:21 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:17 AM # 183280 📍 123 Edgar Road, Townsend, Delaware 19734 (39.395432, -75.699326)

Status

✳️ Open

Priority

⬆️ High

Work Order Type

Sidewalk

Assignee

GH RB

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



Open in vialytics ToDo App



[Link](#)

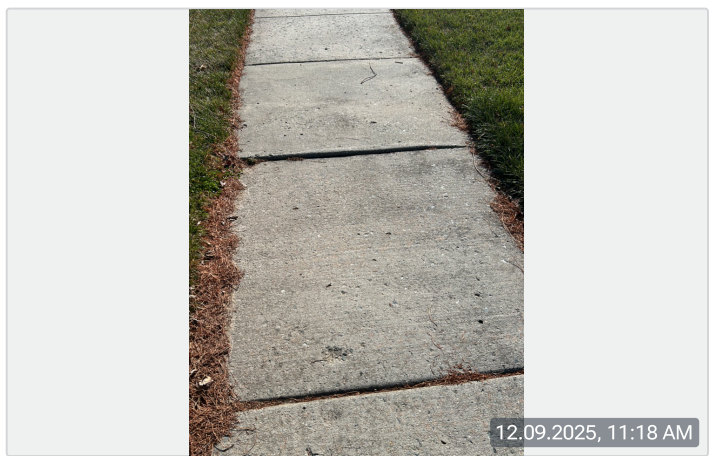
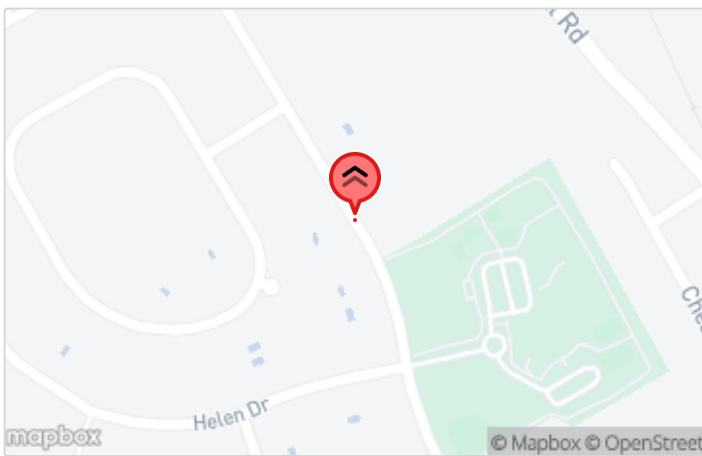


Mark Work Order as done



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✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:16 AM # 183278 📍 123 Edgar Road, Townsend, Delaware 19734 (39.395462, -75.699348)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

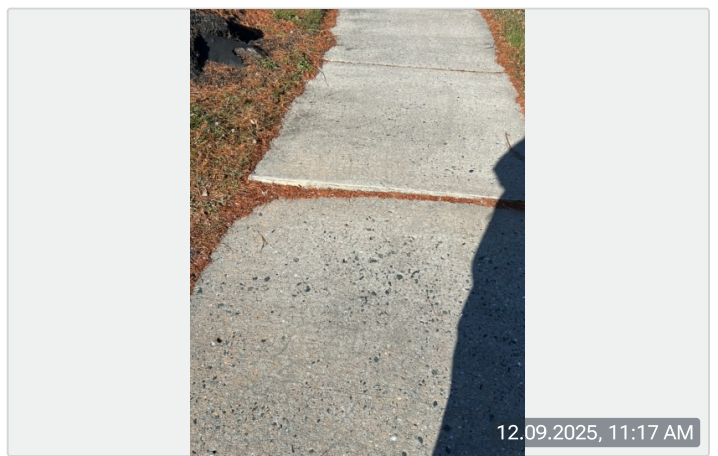
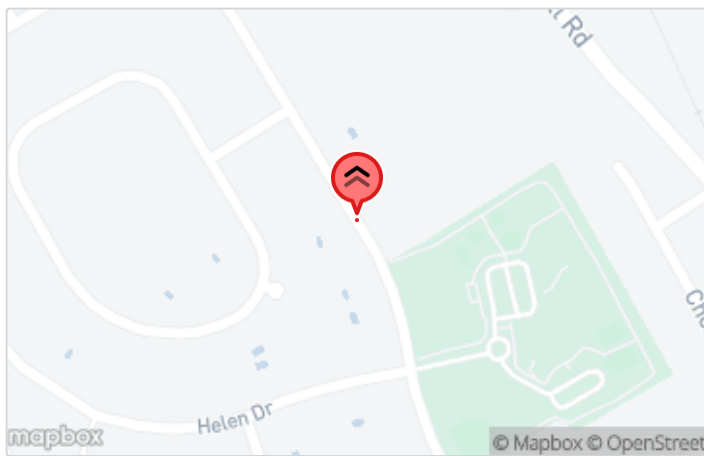


Mark Work Order as done

[Link](#)



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✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:13 AM # 183277 📍 722 Tracy Circle, Townsend, Delaware 19734 (39.394638, -75.700745)

Status

✳️ **Open**

Priority

📉 **Low**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

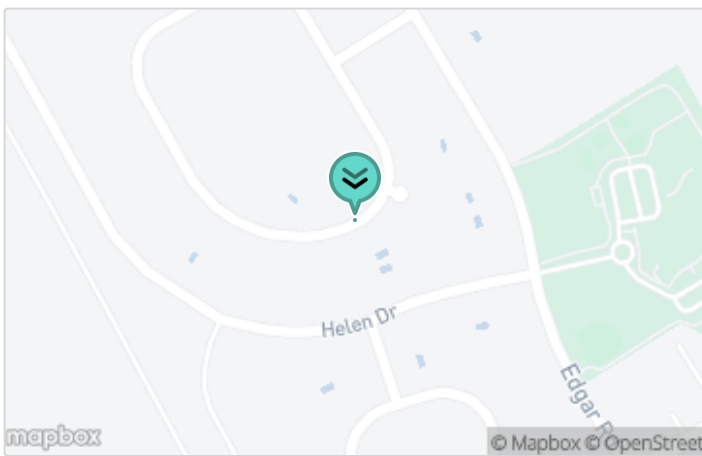


Mark Work Order as done

[Link](#)



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12.09.2025, 11:14 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:08 AM # 183275 📍 Jamie Lane, Townsend, Delaware 19734 (39.396534, -75.700272)

Status

✳️ **Open**

Priority

⬇️ **Medium**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks. Erosion

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

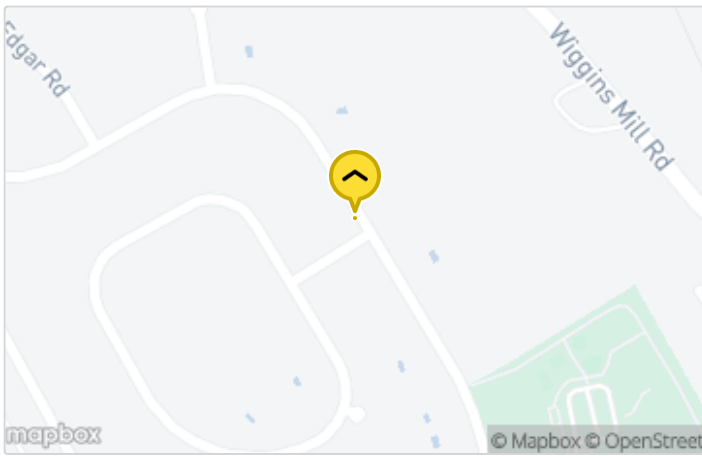


Mark Work Order as done

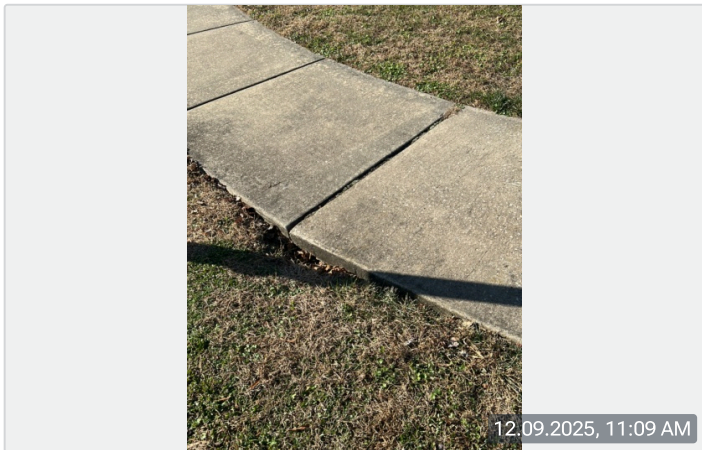
[Link](#)



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12.09.2025, 11:09 AM



12.09.2025, 11:09 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:07 AM # 183274 📍 146 Edgar Road, Townsend, Delaware 19734 (39.396843, -75.700485)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2-3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

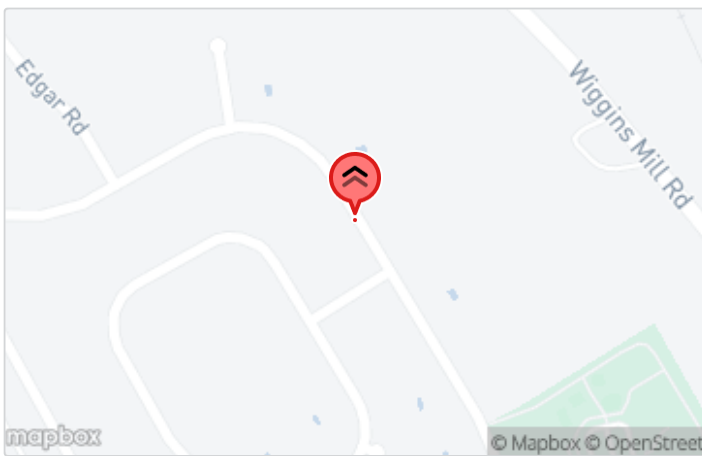


Mark Work Order as done



[Link](#)

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12.09.2025, 11:08 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:05 AM # 183272 📍 168 Edgar Road, Townsend, Delaware 19734 (39.397381, -75.700890)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

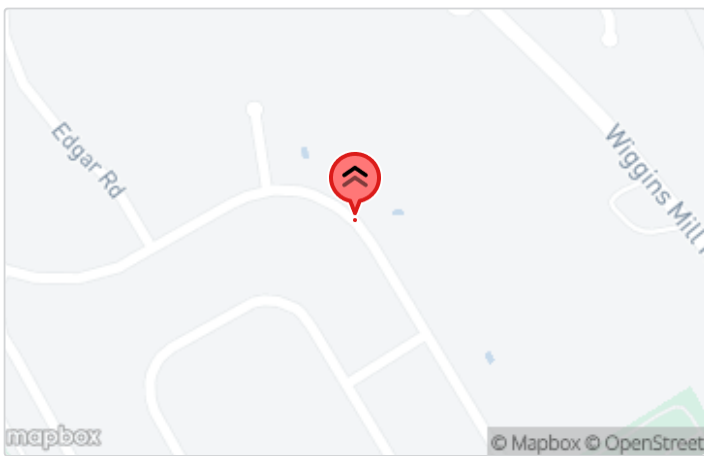


Mark Work Order as done



[Link](#)

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12.09.2025, 11:05 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 11:02 AM # 183271 📍 198 Edgar Road, Townsend, Delaware 19734 (39.397659, -75.701775)

Status

✳️ Open

Priority

⬇️ Medium

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

4-5 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

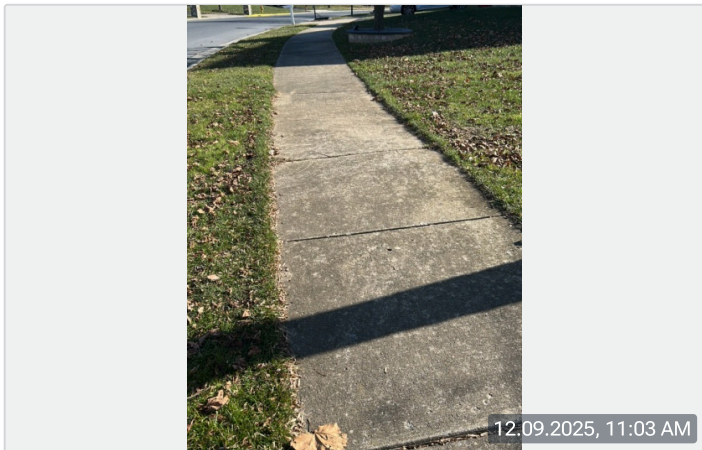
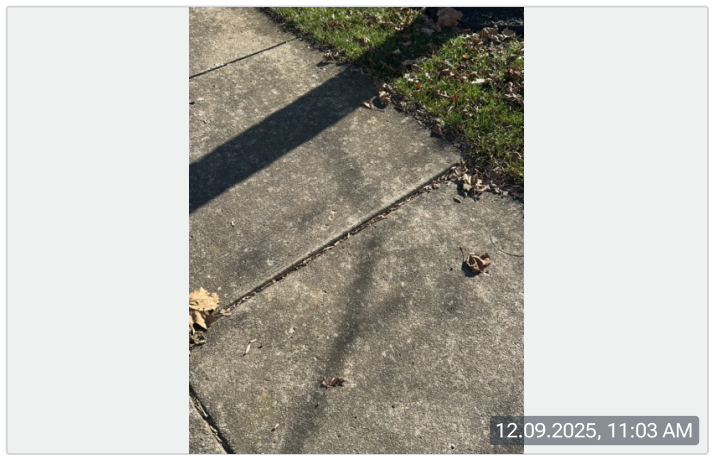
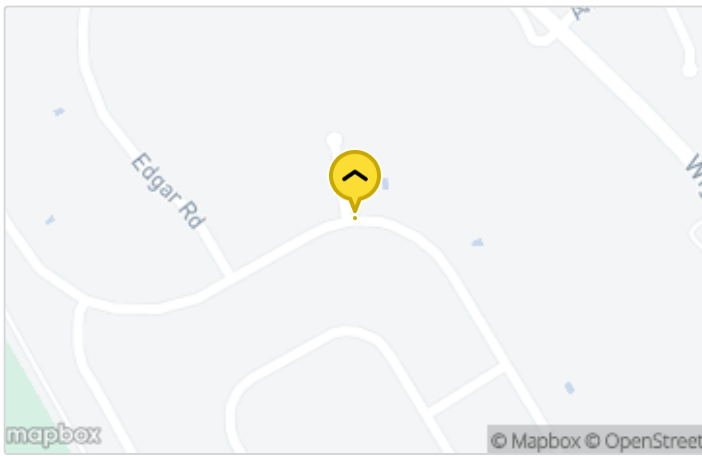


Mark Work Order as done



[Link](#)

Handwritten notes



✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:55 AM # 183268 📍 120 Edgar Road, Townsend, Delaware 19734 (39.395519, -75.699226)

Status

✳️ **Open**

Priority

⬇️ **Medium**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

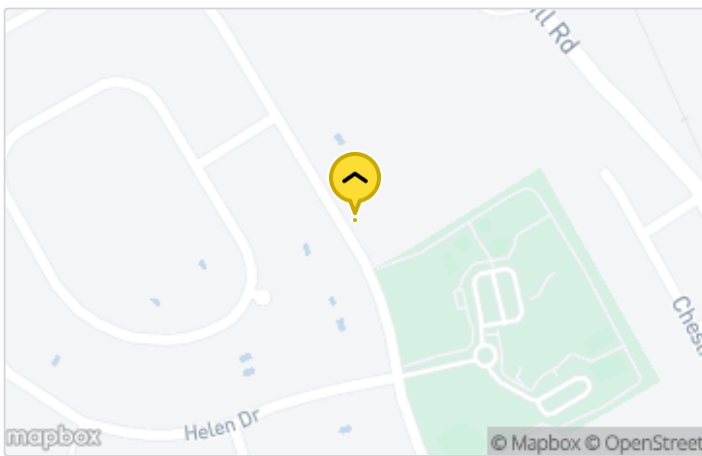


Mark Work Order as done

[Link](#)



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12.09.2025, 10:56 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:54 AM # 183267 📍 118 Edgar Road, Townsend, Delaware 19734 (39.395401, -75.699112)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



📱
Open in vialytics
ToDo App

[Link](#)

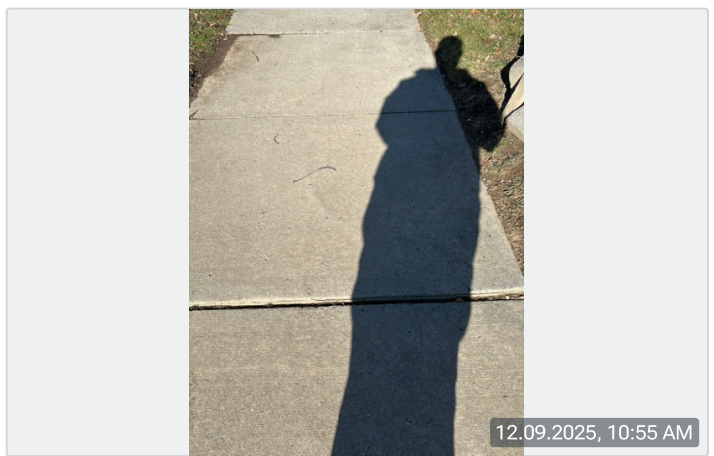
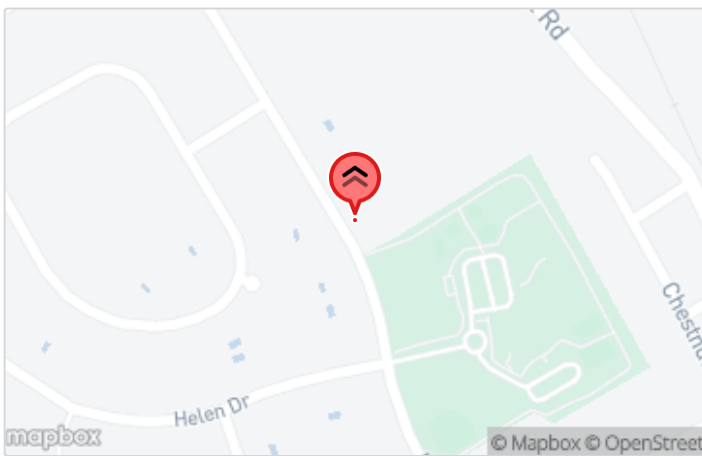


Mark Work Order
as done



[Link](#)

Handwritten notes



12.09.2025, 10:55 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:53 AM # 183266 📍 118 Edgar Road, Townsend, Delaware 19734 (39.395367, -75.699120)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

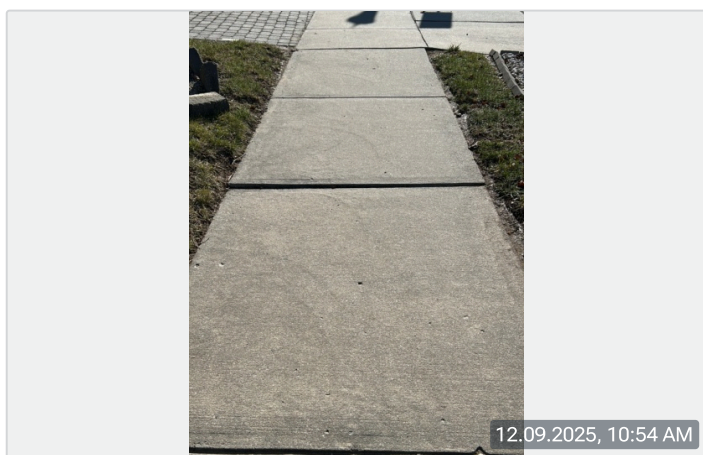
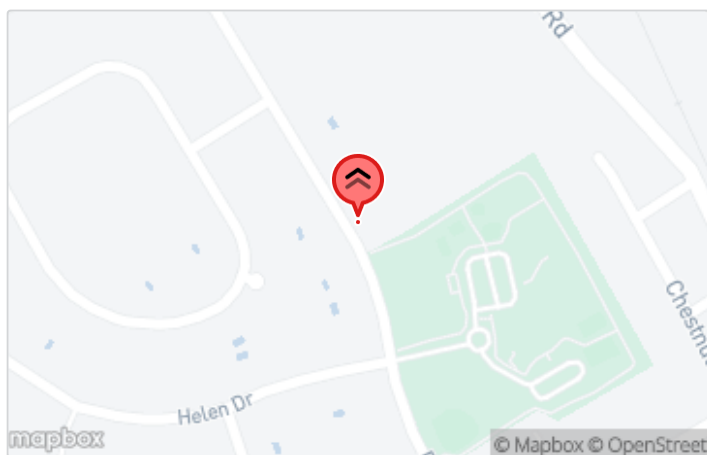


Mark Work Order as done



[Link](#)

Handwritten notes



✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:51 AM # 183265 📍 116 Edgar Road, Townsend, Delaware 19734 (39.395218, -75.699020)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 Not specified

Creator

Rick Boyer

Description

1-2 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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ToDo App



[Link](#)

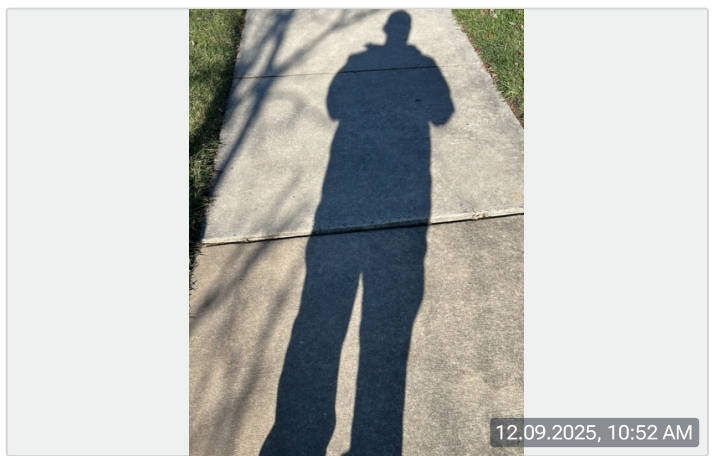
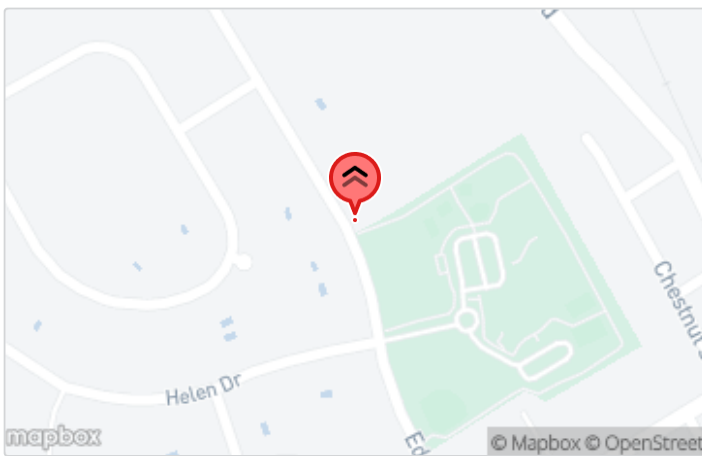


Mark Work Order
as done



[Link](#)

Handwritten notes



12.09.2025, 10:52 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:43 AM # 183264 📍 119 Edgar Road, Townsend, Delaware 19734 (39.394547, -75.698944)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

3-4 blocks at corner

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

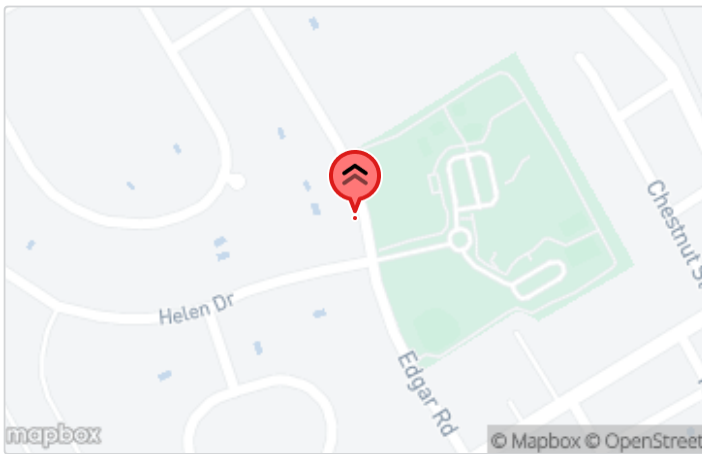


Mark Work Order as done



[Link](#)

Handwritten notes



12.09.2025, 10:44 AM

✓ Sidewalk issues

📅 12.09.2025 ⌚ 10:40 AM # 183263 📍 119 Edgar Road, Townsend, Delaware 19734 (39.394691, -75.698975)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

GH RB

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

4 blocks
2 blocks either side of driveway

Point your smartphone camera at the QR code and tap the link that appears.



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[Link](#)

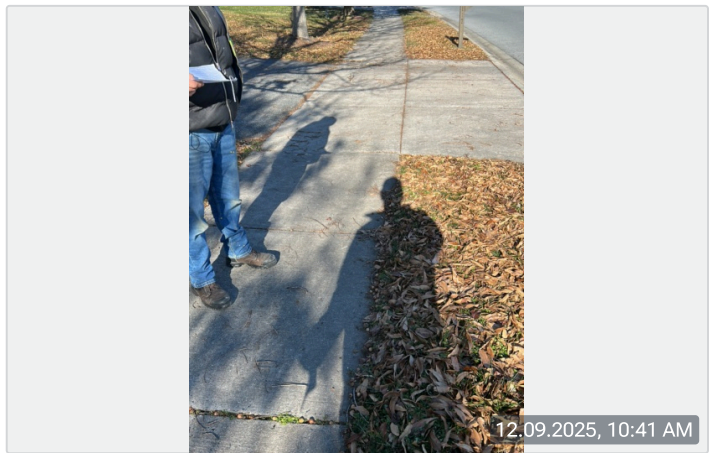
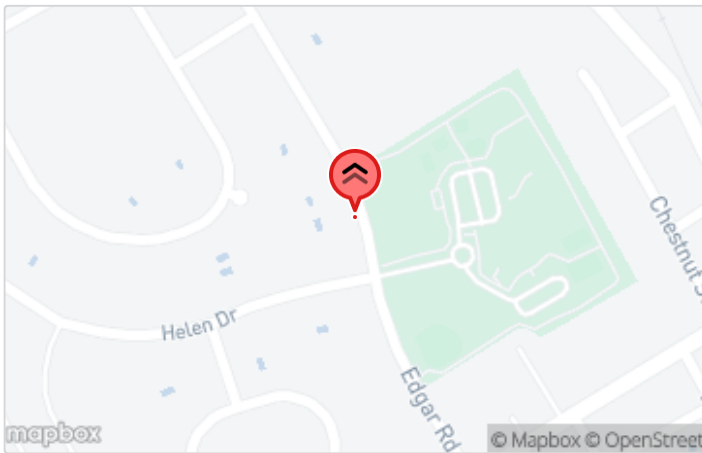


Mark Work Order as done



[Link](#)

Handwritten notes



✓ Sidewalk Issues

📅 12.09.2025 ⌚ 10:29 AM # 183257 📍 114 Edgar Road, Townsend, Delaware 19734 (39.395054, -75.698944)

Status

✳️ **Open**

Priority

⬆️ **High**

Work Order Type

Sidewalk

Assignee

RB GH

Due date

📅 12.31.2025

Creator

Rick Boyer

Description

2-3 blocks

Point your smartphone camera at the QR code and tap the link that appears.



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ToDo App

[Link](#)

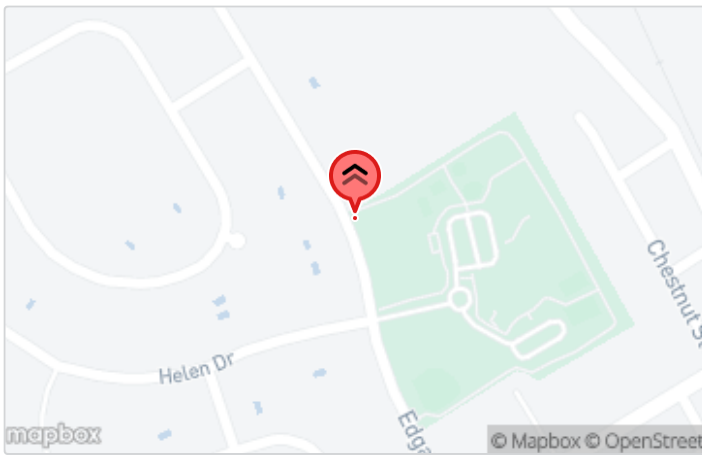


Mark Work Order
as done

[Link](#)



Handwritten notes



12.09.2025, 10:30 AM



Public Works Sidewalk Repair Project

As of 2/11/2026

Identify Town Sidewalks in Need of Repair

- Previous assessment has been completed
- Areas divided into 4 town sections
 - o Townsend Village I
 - o Townsend Village II East & West
 - o Townsend Station
 - o Old Town

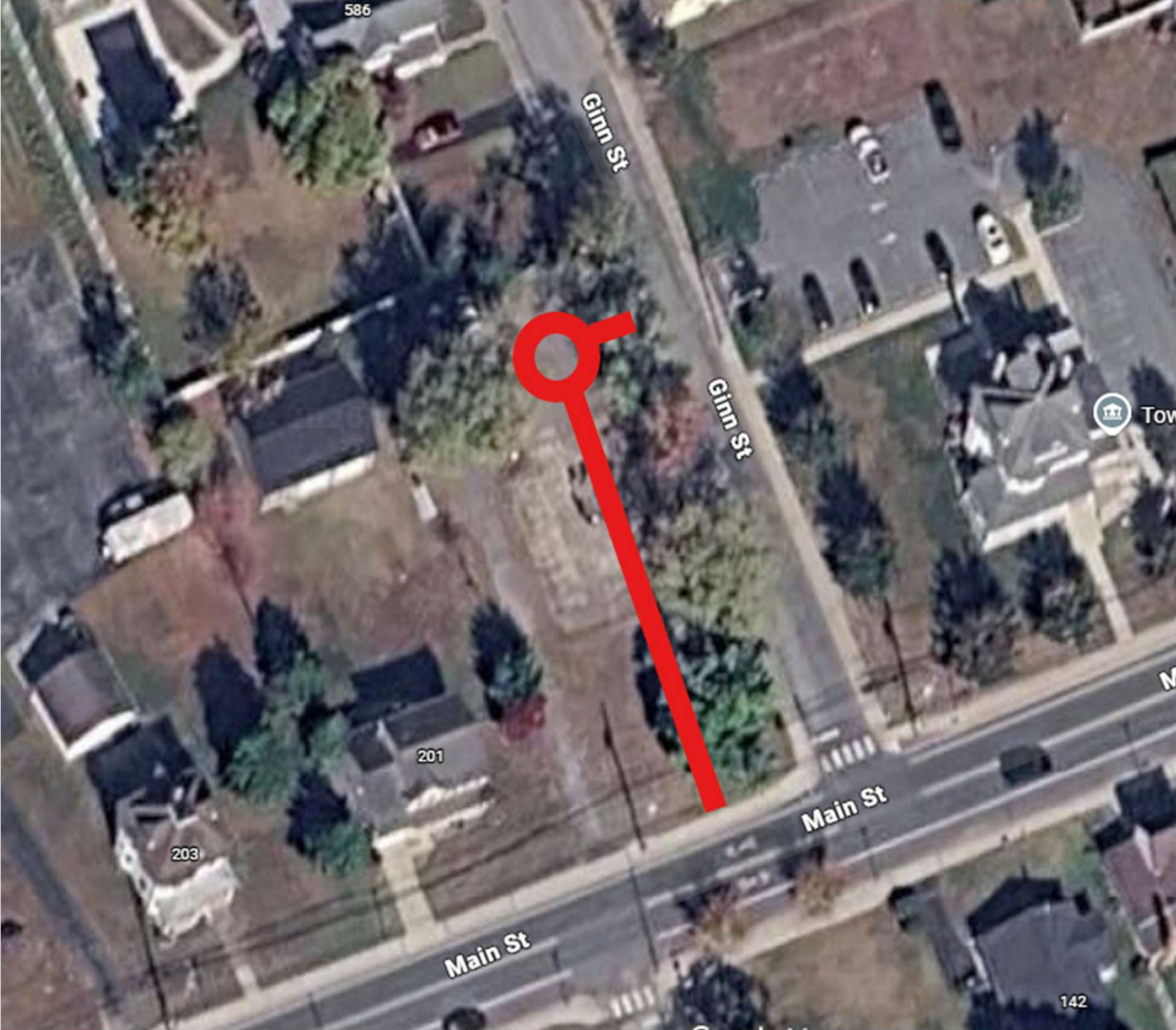
Prioritize areas based on severity

While some areas require immediate repair, all areas should be considered of top priority as the sidewalks will only continue to get worse over time

- o Townsend Village 1
 - 1. All along Edgar Rd
 - 2. Helen Dr
 - 3. Hugu Circle
 - 4. Jamie Ln
 - 5. Tracy Circle
- o Townsend Village II
 - 1. West Side
 - 2. East Side
- o Townsend Station
- o Old Town

Town of Townsend
Road Program
As of May 13, 2026

Municipal Street Aid	148,755.48
Roadway/Sidewalk Impact Fees - Annuity	311,049.70
Roadway/Sidewalk Impact Fees - Money Market	18,630.69
Total	<u>478,435.87</u>



	Area / Space	Equipment	Estimated equipment cost	Materials	Estimated materials cost	Estimated contracted cost	Estimated time	Cost / unit
Excavation	6800 sq ft						1 week	
		Excavator	\$ 2,000.00					\$ 2,000.00
		Roll-off dumpster	\$ 360.00					\$ 360.00
Fill and seed	6800 sq ft						2 days	\$ -
		Loader / Skid steer	\$ -	Fill dirt / top soil	\$ -	\$ -		\$ -
				Grass Seed	\$ 200.00		.5 days	\$ 200.00
Sod								\$ -
				Sq ft				\$ -
								\$ -
Sidewalk	See pic on imae sheet					\$ 20,000.00	1 week	\$ 20,000.00
								\$ -
								\$ -
								\$ -
Tree removal						\$ 17,000.00	1-2 days	\$ 17,000.00
								\$ -
Seating / Benches	4-8			700-1200 / Bench	\$ 9,600.00			\$ 9,600.00
								\$ -
Flowers, Trees, Landscaping					\$ 1,000.00			\$ 1,000.00
							Total Cost:	\$ 50,160.00



6' Steel Strap Bench with Arched Back

\$1,100.00 / each

Request a quote [?](#)

- ✓ Large selection of powder coat colors
- ✓ Durable steel design
- ✓ Offers a distinctive seating solution that effortlessly blends style and comfort!

ITEM # #536-1430

[PRINT](#)

PRODUCT RESOURCES

[VIEW SPEC SHEET](#)

CUSTOMIZABLE OPTIONS:

Color *

– Please Select –

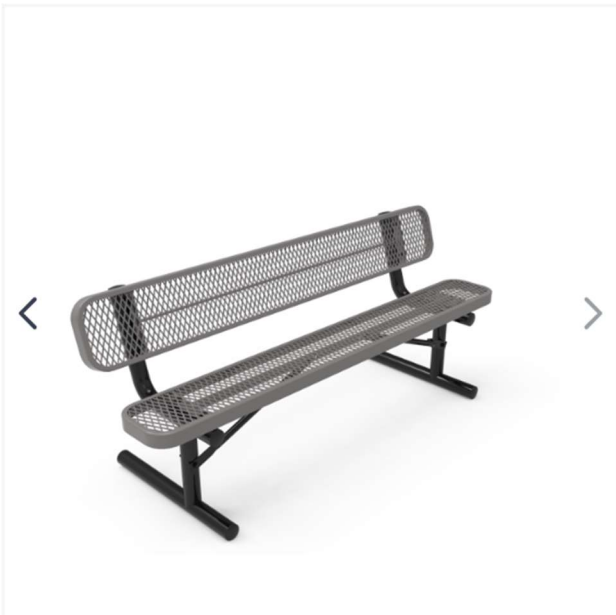


ESTIMATE SHIPPING

0



ADD TO CART



Classic Series Bench With Back

\$561.00 / each

Request a quote [?](#)

▣ **Sizes:** 4', 6', 8', 10' (2 - 5ft. Sections), 15' (2 - 7.5 ft. Sections)

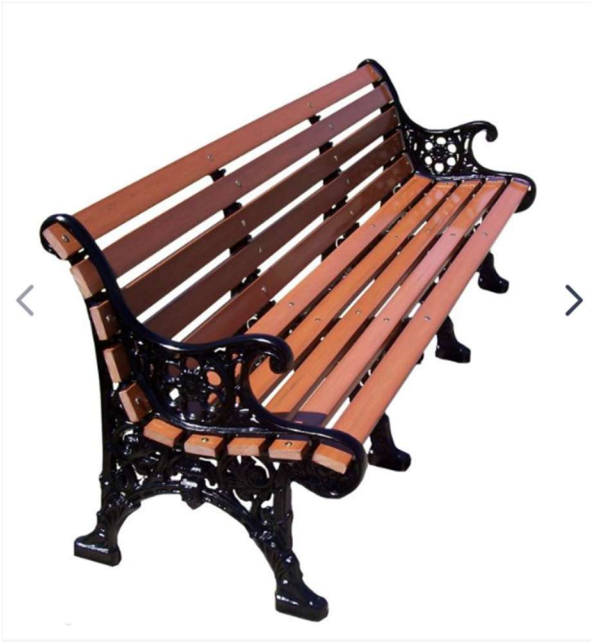
▣ **Coatings:** Premium Advantage [\$\$\$], Textured Matte [\$\$] or Industry Standard [\$]

▣ **Materials:** 3/4" #9 Flattened Expanded Metal [\$] or 1/2" Hole Punched (Perforated) Steel [\$\$]

▣ **Frame Materials:** 2-3/8" Galvanized Tubing with Powder Coat Finish

▣ **Additional Options:** Portable, In-Ground, or Surface Mounting

**Elementary sizes available - Please speak with a site amenities specialist for additional details*



Recycled Plastic Renaissance Park Bench

\$1,140.00 / each

Request a quote [?](#)

ITEM # #203-1145

[PRINT](#)

PRODUCT RESOURCES

[VIEW SPEC SHEET](#)

OPTIONS

Size

Color

Leg Color



Diamond Pattern Custom Logo Bench with Back

\$1,500.00 / each

Request a quote [?](#)

- ▣ Custom Logo
- ▣ 11-gauge rolled steel seat and back
- ▣ Solid cast iron legs
- ▣ Matching Logo Trash Can available to complete the package

ITEM # #166-1065

[PRINT](#)

PRODUCT RESOURCES

[VIEW SPEC SHEET](#)

OPTIONS

MARSHALL CONSTRUCTION LLC

94 Old Ferry Road
Elkton, MD 21921 US
kyle@marshallconstructionllc.com



Estimate

ADDRESS

Town of Townsend
0 Edgar Rd
Townsend, De 19734

ESTIMATE # 3306

DATE 11/19/2025

EXPIRATION DATE 01/19/2026

TITLE	NAME	DESCRIPTION	HOURS	RATE	AMOUNT
	Storm Drains	Demo and replace storm drain to del dot specs and requirements.	0	2,800.00	0.00
	concrete	Demo and replace each sidewalk block to del dot specs and requirements. Under 25 sidewalk blocks (any removal of roots or foreign objects will be subject to additional cost)	0	625.00	0.00
	concrete	Demo and replace each sidewalk block to del dot specs and requirements. Over 25 sidewalk blocks	0	500.00	0.00
	Curb	Demo and replace curb per Linear Foot to del dot specs and requirements.	0	65.00	0.00
	concrete	Pour 4,000 psi concrete 6" thick with added fiber and wire reinforcement. 6 mil vapor barrier 95'x35' Slab- Smooth trowel finish Apron- broom finish Saw cut joints every 15' (any site work required to pour will be additional cost)	0	27,500.00	0.00

Thank you for your business! You can pay your invoice by using ACH (bank routing and account number) at no charge or with a debit/ credit card with a 3% additional processing fee. We also accept a physical check or cash on the scheduled start date.
-Any additional requests/work added to a project that is not quoted in this contract will be an additional cost.

TOTAL

\$0.00

*50% deposit is due before project begins and remaining 50% balance is due immediately at time of completion.

Payment methods we accept: cash or check, ACH, debit or credit cards
[+3% fee]

Your Trusted Partner in Concrete and Asphalt Solutions

Accepted By

Accepted Date

Casey Battles Concrete, LLC
245A Pine Tree Rd
Townsend, DE 19734 USA
3023123905
cbattles19@gmail.com



Estimate

ADDRESS

Rick Boyer
Ginn St Townsend, DE 19734

ESTIMATE # 2157

DATE 10/20/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Installation		1	7,900.00	7,900.00

The total of \$7900 includes the demo and replacement of the 28' of curb, the 28'x4' area, the 7'x4' black top area, 18'6" sidewalk and the 43'x4' sidewalk. The sidewalk areas will be graded with stone to allow for 4 inches of 4000 psi concrete, reinforced with fiber mesh. Control and expansion joints will be placed accordingly.

TOTAL

\$7,900.00

ADDITIONAL PRICE FOR the demo and replacement of the 11'x5', 5'x5', 5'x5', 10'x5' and 10'x5' areas- \$4200

*we are not responsible for product after placed and finished

Accepted By

Accepted Date