



**Townsend Town Council Meeting Agenda
September 2nd, 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 Chapman, CM Sharif, CM Bangura, CM Wiggins, TM Goodyear, TS Hatfield, Chief McCloskey, & PWS Boyer.
 - 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: M. Langton, T. Felice, E. Dugan, P. Jordan, A. Mason, S. Clark, E. Cooper, & J. Holmes. (In Person) – S. Merritt, A. Gibbs, M. Scott, Jason, & L. Rice.
(Via Zoom)
 - E. Announcements: CM Chapman made an announcement to raise awareness that September is Mitochondrial Disease Awareness Month. He also thanked PWS Boyer and the PW team for their work on the sidewalk repairs in TV1.
- III. General Citizen Comments:
 - A. Several members of the Public provided comments regarding the proposed Future Growth Map Annexation. Comments included their opinion on the matter and advised Council to consider how the public feels about the Future Growth of Townsend.
 1. Mayor Lobdell clarified that the Town is not proposing to touch 5,000 acres of land. The decision is only a plan for the land that would be acceptable for a future annexation within the next 10 years. He also clarified that there are no current land proposals to be

annexed into Town. The Council and Planning Commission agreed to bolster Chapter 24, and then review it at the next Code Review committee meeting.

IV. Review/Adoption of Agenda:

A. Mayor Lobdell stated that item VI will not be discussed at this meeting due to the joint meeting that was held the night before between Planning Commission and Council. There will be an additional Council meeting on September 9th to discuss.

1. *CM Chapman made a motion to approve the agenda with the changes stated by Mayor Lobdell. CM Sharif seconded the motion. Voice vote of Council: All yeas.*

V. Approval/ Rejection of Minutes:

A. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from August 5th, 2026, Town Council Meeting.

VI. ACTION ITEM: Discussion and Review with potential vote of Council the 2026 Comprehensive Plan Updates, including all maps.

A. *No Discussion held.*

VII. Departmental Reports:

A. Mayor S. Lobdell

1. **ACTION ITEM:** BOA swear in- Patrick Jordan.

i. Patrick Jordan was sworn in by TM Goodyear.

2. **ACTION ITEM:** BOA Swear in- Adrienne Mason.

i. Adrienne Mason was sworn in by TM Goodyear.

3. **ACTION ITEM:** PC Swear In- Edgar Dugan

i. Edgar Dugan was sworn in by TM Goodyear.

B. New Castle County Councilman Dave Carter

1. NCC Councilman Dave Carter gave a brief report on current County happenings.

Highlighting current mandates that are in the works and how they will affect small towns like Townsend. He also highlighted his county sewer concerns and suggested changes in the Town's Comp Plan for them.

C. Town of Townsend Police Chief's Report

1. ACTION ITEM: Presentation of the *Veteran Service Award* to M/Cpl Peters.

i. Chief McCloskey Presented the Veteran Service Award to M/Cpl Peters.

2. ACTION ITEM: Presentation of the *Honorable Service Medal* to M/Cpl Peters.

i. Chief McCloskey Presented the Honorable Service Medal to M/Cpl Peters.

D. Town Solicitor Lisa Hatfield

1. TS Hatfield shared a summary of what she is working on with the Town, such as the Comp Plan and meetings with PLUS.

E. Town Engineer Brian Miller

1. No questions were asked.

F. Town Manager Julie Goodyear

1. TM Goodyear shared her report and highlighted that DNREC would like to provide a sensor to monitor real time smoke and air quality at no cost.

2. **ACTION ITEM:** Presentation for the TAP project, presented by Tom Felice. Council to consider a vote to engage outreach to owners for project.

i. Tom Felice presented the TAP project. Highlighting the need for more walkability within town as transportation alternatives. He shared the suggested areas for adding sidewalks and/or bike paths and stated that there would be minimal environmental impact. He also shared that it is proven to improve property values.

1. Council discussed the potential benefits of the project, including increased pedestrian safety, improved connectivity between neighborhoods, and opportunities for residents to use alternate transportation.
 - a. Mr. Felice explained that the grant is 80% funded and that the Town would only need to contribute 20%. He also shared that resident participation would be required.
2. Council requested that this topic be placed on the next PWLUD meeting to discuss further.
3. **ACTION ITEM:** Discussion and possible vote of Council to approve Resolution 2026-009, a resolution to adopt NCC Multi-Jurisdictional All-Hazard Mitigation 2026 plan update.
 - i. TM Goodyear read the title of Resolution 2026-009.
 1. *CM Bangura made a motion to approve Resolution 2026-009 as read by TM Goodyear. CM Chapman seconded the motion.*
 - a. *Roll Call: CM Sharif- yea, CM Chapman- yea, Mayor Lobdell- yea, CM Bangura- yea, & CM Wiggins- yea.*

G. Public Works Supervisor Rick Boyer

1. PWS Boyer shared his monthly report with Council and provided an update on project happenings around Town highlighting the fence installation progress, radar speed sign installation, and mentioned a tree trimming reminder for residents, especially near sidewalks and bus stops.

VIII. Committee Reports:

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

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

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. **ACTION ITEM:** Opening of Road Repaving Bid Proposals received with potential vote of Council to approve proposal.

a. TM Goodyear opened the submitted proposals and read aloud the company name and total bid proposal and announced that the bids will be assigned back to the PWLUD Committee for final award.

i. Marshall Construction- \$224,317.00

ii. Grass Busters Landscaping- \$209,538.44

iii. Green Paving and Excavation- \$295,596.84

iv. Harmony Construction- \$302,700.00

v. JC Paving Inc.- \$154,762.46

2. **ACTION ITEM:** Discussion and review with potential vote of Council to approve Pennoni's proposal to support the Public Works Building Project.

a. TM Goodyear went over the proposal from Pennoni which included surveying, site planning, design, and preliminary engineering services for a total of \$36,500.

i. *CM Chapman made a motion to approve Pennoni's proposal in the amount of \$36,500.00 for the upcoming Public Works Building. CM Wiggins seconded the motion. Voice vote of Council: All yeas.*

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

1. CM Wiggins provided a brief Public Safety Update highlighting that the new PD vehicles have come in and that they are currently being outfitted before being placed into service.
2. **ACTION ITEM:** Discussion and Review with potential vote of Council on Public Safety Improvements recommended by the Committee.
 - a. CM Wiggins shared that the Committee and PD have been working together to address safety concerns among Town such as stop lines and crosswalks.

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

1. CM Wiggins commended TM Goodyear for her efforts in the Town's new Community Pantry which will be opening later this month.
2. **ACTION ITEM:** Presentation of "Community Center Project"
 - a. TM Goodyear shared a detailed presentation regarding the development of a future community center highlighting that the Town was awarded \$270,000 in CRF funding to do the project. She also provided possible locations that the community center could be put on.
 - i. Main St- adjacent to Townhall
 - ii. Townsend Park
 - iii. Finley St property
 - b. Council expressed their support for the Main St. location due to the walkability, existing parking, proximity to Town hall, and Old Town revitalization efforts.
3. **ACTION ITEM:** Discussion and review of Presentation of Smart Self-Cleaning Park restrooms, supplied by "Urban Blu"
 - a. TM Goodyear presented information regarding a self-cleaning smart restroom system for the park including automated cleaning and monitoring and

encouraged Council to view this project as a potential support for future events and park rentals. The estimated cost is approximately \$300,000 for a two-stall unit.

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

1. Mayor Lobdell reiterated that a Code Review meeting will be scheduled to align with Planning Commission to review the Comp Plan revisions.

XI. ACTION ITEM: Discussion and Review with potential vote of Council to adjust Town Manager Salary.

- A. Following the Executive Session, Council discussed the evaluation and compensation of TM Goodyear. Council Members reviewed salary comparison data from other DE municipalities. Council noted that TM Goodyear had previously worked within a salary cap to allow flexibility in the budget to support others compensation adjustments when needed. After discussion, Council reached a consensus on TM Goodyear's annual Salary.

1. *CM Chapman made a motion to approve TM Goodyear's annual salary to \$105,000. CM Wiggins seconded the motion. Voice vote of Council: All yeas.*

XII. Discussion of future agenda items.

- A. *Another Council meeting was scheduled for September 11th at 3:30pm to potentially vote on PWLUD Road Repaving Proposals Received.*

XIII. Recess Council Meeting to Convene Executive Session.

- A. *CM Chapman made a motion to recess the Council Meeting to Convene Executive Session. CM Bangura seconded the motion. Voice vote of Council: All yeas.*

1. *Council Meeting Recessed at approximately 10:05pm.*

XIV. Convene Executive Session: Pursuant to 29 Del. C. §§10004(b)(9), the Town Council will consider a motion to meet in an executive session for the discussion of personnel matters.

XV. Close Executive Session & Re-convene Council Meeting.

A. *CM Chapman made a motion to close the Executive Session and Re-convene the Council Meeting. CM Bangura seconded the motion. Voice vote of Council: All yeas.*

1. Council Meeting Reconvened approximately 10:23pm.

XVI. Adjournment.

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

1. Meeting adjourned at approximately 10:40pm.
