

Town of Milton
115 Federal Street
Milton, DE 19968



www.milton.delaware.gov
Phone: 302-684-4110
Fax: 302-684-8999

AGENDA

Milton Town Council Meeting
Grace Church Fellowship Hall, 512 Union Street
Monday, January 4, 2021
5:30pm Executive Session; 6:30 pm Regular Meeting

PLEASE NOTE – AS PERMITTED BY GUBERNATORIAL AUTHORITY, IN ORDER TO LIMIT THE RISK OF POTENTIAL COVID-19 EXPOSURE, THERE SHALL BE LIMITED ENTRY TO THE TOWN COUNCIL MEETING.¹ THE PUBLIC IS ENCOURAGED TO PARTICIPATE IN THE COUNCIL MEETING EITHER BY ATTENDING OR CONNECTING ELECTRONICALLY. FURTHER INSTRUCTIONS ARE LISTED AT THE BOTTOM OF THIS AGENDA.

1. Call to Order
2. Roll Call
3. Additions or Corrections to the Agenda
4. Agenda Approval
5. Executive Session:
 - a. Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion would disclose the contents of such documents
 - b. Strategy sessions, involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, when an open meeting would have an adverse effect on the bargaining or litigation position of the public body
6. Discussion and possible vote on Executive Session items
7. Moment of Silence
8. Pledge of Allegiance to the Flag
9. **Public Hearing by Sussex County Community Development, regarding the Community Development Block Grant**
10. Public Participation
11. Requests for removal of items from the Consent Agenda
12. Approval of the Consent Agenda on the following items:
 - a. Written Committee Reports
 - b. Written Department Reports: Town Managers Report, including the Administrative, Project Coordinator, Police, Code Enforcement, and Public Works Department Reports
 - c. Finance Report and Statement of Revenues and Expenditures for November 2020
 - d. Minutes: December 7, 2020, December 15, 2020
 - e. Executive Session Minutes: December 7, 2020, December 15, 2020
13. Discussion and possible vote on items removed from the Consent Agenda
14. Old Business – Discussion and possible vote on the following items:
 - a. Recommendation from the Streets, Sidewalks, and Parks Committee on the direction of travel, parking, and one-way for the following streets: Hazzard Lane, Manship Street, Sand Street, Church Street, and Poplar Street

15. New Business – Discussion and possible vote on the following items:

- a. Resolution 2021-001 Community Development Block Grant
- b. Resolution 2021-002 Endorsing Project To Be Submitted To The Delaware State Housing Authority For Funding From the US Department of Housing and Urban Development
- c. Resolution 2021-003 to establish a Streets and Sidewalks Ad-Hoc Committee
- d. Loblolly LLC and WBOC TV Inc. are requesting a conditional use permit to place a communication antenna tower, on the vacant property located at 16109 Sam Lucas Road further identified by Sussex County Tax Map and Parcel ID# 235-21.00-44.00.
- e. Ordinance 2021-001 amendments to Town Code Chapter 148, entitled “Noise”
- f. Ordinance 2021-002 amendments to Town Code Chapter 220, entitled “Zoning” regarding the discontinuance of a nonconforming use; Resolution 2021-004 to schedule a public hearing on said Ordinance
- g. Recommendation from the Rails to Trails Phase II Ad Hoc Committee related to lighting of Rails to Trails Phase II
- h. Recommendation from the Streets, Sidewalks, and Parks Committee on the DelDOT plan to install reflective delineators at the intersection of Routes 5 & 16, and the plan to hatch-stripe the corner of Mulberry Street Extended and Route 16

16. Adjournment

Pursuant to 29 Del. C. § 10004(e) (2), Agenda items as listed may not be considered in sequence. This Agenda is subject to change to include additional items including Executive Sessions or the deletion of items including Executive Sessions, which arise at the time of the Meeting. Pursuant to 29 Del. C. § 10004(e) (4), this Agenda was prepared and posted by the Town Clerk on December 28, 2020 at 4:30pm.

-MEETING INSTRUCTIONS-

Milton Town Council is holding this meeting under the authority issued by Governor John C. Carney through Proclamation No. 17-3292. The meeting will be conducted in person and by teleconference technology.

To join the meeting via phone, please dial:

Dial -in Number: (425) 436-6360 Passcode: 500943

Or

Video and Screen Sharing:

Online meeting ID: tqass

Online meeting link: <https://join.freeconferencecall.com/tquass>

Members of the public joining the meeting on the phone will be provided an opportunity to make comments under the Public Comment section of this agenda only.

If any member of the public would like to submit comments electronically, please feel free to send them to krogers@ci.milton.de.us. All comments shall be submitted by 4:30 P.M. on Monday, January 4, 2021.

¹Restrictions are being implemented to limit the exposure and risk related to “COVID-19” for Town personnel and members of the public who seek to attend the Town Council Meeting. Facial coverings will be required as well as practicing social distancing and the use of hand sanitizer at the door upon entry. These decisions are being made under the authority issued by Governor John C. Carney through Proclamation No. 17-3292. See: <https://governor.delaware.gov/proclamation-173292-03132020/>.

Streets, sidewalks and Parks Comm.

Sept. 15th, 2020

CALL TO ORDER; 3 O'CLOCK

ROLL CALL: KELLY PETTYJOHN, EMORY WEST, GREG WINGO, SANDY WINTERBOTTOM
MARYANN DONNAN, PD CAMENISCH.. NOT PRESENT; CHARLIE FLEETWOOD, BOB
FRAZIER, JOE TAMANDO

MOTION TO APPROVE MINUTES; P.D. CAMENISCH..SECOND SANDY WINTERBOTTOM 5-0
MINUTES TABLE FOR THIS MONTH. PD.CAMENISCH..SECOND MARYANN DONNAN 5-0
GREG WINGO ..MINUTES GOES TO SECRETARY FOR CORRECTIONS JULY 21 AND AUG.18
Old Business:

MEMORIAL BANNERS: info has been gathering, a committee has been form with Kelly Pe
ttyjohn, PD Camenisch and Maryann Donnán. Deadline by mar. 2021

Motion to approve, PD Camenisch..second Sandy Winterbottom

Speed limit should be certain Strs. Recommendation to invite Chief Harvey

Recommendation for traffic light on Rt 15 and Rt 16 to do phasing and Rt 16 and Mulberry
St. install a new light. Del Dot offered to sit in at the Town Council Meeting.

New Business:

Crosswalks around town are needed and Greg Wingo will start a list and prices.

Rail and Trails2 equipment. Benches, trash cans and cardio

Adjournment: 4:20 motion Pd Camenisch.. second Maryann Donnán

Next month's meeting: Oct. 20th, 3 o'clock..

Graces Church

Call to Order:

The meeting was called to order in the Cannery Village Rec Center at 6:30 PM on November 30, 2020 by Councilman Sam Garde

Role call:

Councilman James "Sam" Garde, present
Councilwoman Randi Meredith, present
Lee Revis-Plank, present
Walter Tydings, present
Miki Mathe, present
Steve Callahan, present
Chief Harvey, present
Greg Wingo, present

These minutes shall be the final minutes when approved by the Ad hoc committee. The discussion was recorded, and transcribed by Councilwoman Meredith. The recording is available in Town Hall. Additional documents were handed out or emailed to members of the committee.

No additions or corrections to the agenda

Randi: Motion to approve the agenda
2nd by ?

Discussion None

Motion carried 7-0

Sam Garde: First Item

Appointment of members

Bottom line of charter committee shall report recommendations back to council by January 4th
Need for cooperation and strict consideration of time to meet deadline, as many meetings as feasible before 12/30.

Our goal is to develop a plan with citizen participation. 4 members of the committee are residents of Wagamons West Shore, 2 are Town Councilpersons, Chief Harvey of the Milton PD, Greg Wingo is our town liason.

Introductions:

Walter Tydings

Resident of wagamons, lighting expert for 20 years.

Miki Mathe

Resident of Wagamons for 13 years, resident of DE since the 50s, lives adjacent to the trail

Lee Revis-Plank

Resident of Wagamons, not adjacent to trail
Historic preservation commission
Historical society
Walks trail every day/night

Randi Meredith

Town Councilwoman, 10 year resident of Milton, lives on Chesnut Street, uses trail daily with family

Important that people can walk everywhere at any time, safely and accessibly.

Chief Harvey

Officer for 20 years, runs & bikes the trail, patrols the trail, wants the trail to be safe for everyone. Wants everyone to feel as safe as he does on the trail.

Greg Wingo

MPW

With town 13 years, managed a variety of project sizes, uses the trails, outdoorsman, trails are open at night, accessible to school and afterschool activities
Didn't work on R-to-Ts 1 but has worked a lot on R-Ts 2. Looking forward to expanding trail network
Here to help and give guidance and recommendations

Steve Callahan

Resident of Wagamons

Selling point for buying his home was the trail
Future walkability plans were key to his purchasing a home in Wagamons.

Teacher at Cape High School, so is wife

Knows students within the community

Has 2 daughters

Walkability is important

James "Sam" Garde

Raised in Brooklyn

Member of TC since 2016

Appointed, Ran, Ran unopposed

On town council in all 3 possible considerations

Former Navy

Sam: Hold on Item 6.

Miki: Our purpose is to decide whether or not lights need and then if so, what kind?

Sam: What do you think of the Resolution?

Miki: We should come up with a justification for the cost? If It's already determined, I'm wasting my time. Be honest with me Sam.

Wagamons residents didn't want light, original meeting disregarded their comments.

He'd like to understand the justification for light.

In my opinion there is not going to be sufficient nighttime usage.

People are going to use Lavinia not the trail.

In my opinion the lighting is totally unnecessary

Sam: Let's first go over the rules of respect for opinions.

Disagreements welcome disagreeability not welcome Resoect feelings and opinions of feelings.

Up to us to determine whether the resolution is correct.

Read resolution

Etiquette is important and acknowledge everyone's right to speak

Municipal govt has 2 rules in FOIA Freedom of Information Act which requires open meetings, and the agenda posted 7 days in advance.

Next meeting is Tuesday of next week, already posted FOIA – If not on the agenda for a vote, we can't vote on it

COVID overlay of FOIA – Provide for virtual attendance at open meetings

8 people is virtual attendance

Agenda 8, 9 are suggestions – we can't move the meeting to the trail per Town Solicitor due to not being able to make the meeting available through virtual means

8 people on committee, 7 are voting members – Greg is the Town Liaison and not a voting member, 4 members are Wagamons West Shore Residents

4 people is a quorum so no meeting socially as a 4 person group

Item 7

Potential approaches to accomplishing the resolution Trail Segmentation

A portion of the trail is closer to a sidewalk— Wagamons west shore to Federal street

Used to get into town, to schools, to dining in town Could make the task achievable.

Randi: Segmentation is how I see this being accomplished.

Miki: Segmentation, but believe there are residents interested in justification for lighting expense
Thinks very few people will utilize the trail due to lighting
How do we justify \$97k if very few people will use it

Randi: We have sidewalk lights all over town
There aren't always people out walking but we still provide lights.

Miki: In town lighting is different than the trail as it is for recreation.

Steve: It's for recreation and access to town
It's not only for recreation
School activities and more occur after dark

Lee: The whereas was put together last year, things have changed, is that the real amount
Given other info, it's probably not going to be that high. There are a # of people that are out on that trail in the evening in the winter and it's not late but it is dark. Need to see where our feet are going
Wont' be 14' doesn't need to be 20'. Let's come up with a reasonable amount.

Sam: Our main goal isn't to reestimate
Our going is to direct the reestimation

Roberts rules apply to our meetings
Majority rules

Walt: I have background in this area also worked with public utilities in lighting, diff aspects of public lighting, electrician worked with local govt, past member of Rails-to-trail conservancy in DC.

Rail Trail in MD 42 mile trail, great success story, old railroad line now used by 22,000 people. That whole trail has no lighting.

But the trail is clearly marked for dawn to dusk use only.

That being said, this trail is more like a sidewalk in part. Segmentation is good idea.

Money issue, if you look back at Town Council Minutes, I stated that being a contractor and seeing the Delmarva estimate, the quote is ridiculous. Lighting is archaic, dinosaur. LED is better, energy saving benefits, fine product, quality and longevity.

Public utility for install and maintenance. Is not an expense we should have to bear. Put it out for public bid. Could halve the estimate.

Uses the trail, we have standard Delmarva poles with sodium lights, its in my opinion the wiring is already there, so it makes sense to use Granvilles from Federal to the bridge.

That makes it easy.

Bridge to West Shore Drive, supplied by Delmarva Power. Easy for a private contractor to install the panels.

No lighting behind the houses.

Sam: Delighted to hear Walt's opinion.

Sam as councilman has fiduciary responsibilities to the town. We don't have the resources all the time.

All ideas are allowable by this committee.

Steer away from monetizing this because we don't have the resources to be done by Jan 4.

Town has ability to procure proper estimates.

Grant is a 50/50 split

Committee can get estimates if we want

Proper ests can be made by mayor and council

Greg: Clarify a few thing- the 14' box light was going to cost us \$18.24/month per fixture not \$30
Phase 1 is town lighting, not Delmarva Power.
Maintenance is on the town.

Mess of work done on types of light

Past meetings lights were discussed, box light no longer available from Delmarva Power, so we were checking on different light.

Every time I've been on the trail at all different hours, I pass at least 1 person. People use the trail at all hours, the Trail is for 24 hours use.

Saw a person out running on the trail late at night, from Dogfish.

That's why we have this trail. When Wagamon's was being built this was talked about with the buyers of these home, that there will be a trail on the rail line,

lighting it up is a big thing for me because I've seen people out here at night. The last thing I want is for something to happen to them, whether they may trip and fall, fall off the edge, someone pop out at them. Being proactive is what we need to do.

This committee was formed to discuss what kind of lights to put out there. Not prices. What kind of lights, report back to Mayor and Council. If they come back to us, we look into cost, or do you want certain lights at bridge, access point, toward Lavinia. That's up to M&TC to come back to us. My opinion from reading the resolution, we are to come up with lights. We can discuss types of lights. We have estimates, from Delmarva, they own the lights, and we pay electric and maintenance fee. Keep in mind, that if the maintenance gets put on the town, I can't just send my guys out there do go work on the lights, I have to hire a contractor and get on their schedule, it puts more of a workload on the town of Milton, not including the cost. With Delmarva Power I just get on the computer, tell them which light, then have it fixed in 48-72 hours. Discuss different lights only.

Walt: Delmarva only offering 1 fixture?

Greg: No, I'd rather go with the same style lights through out town with shields that will direct the LED light. Now available from them. I don't like the cobra lights.

Randi: What are the cobras?

Greg: Different style of light, like overhanging

Lee: Do we need something that high?
I'd like to discuss the style that would be best.
If we are segmenting, then we will have a segment that people will use that doesn't lend itself to having 14' lights. The kind of light that is apropos for different segments is interesting. Talked to Wagamons residents, lighting that was waist down is appropriate, less light pollution, no in people's windows, still see where your feet are going. Talk about the types of light.

Greg: Granville lights are what you see around town.
14' 12', 20'

Lee: Even 12' is too high

Greg: We can cover the light with a shield
Shoobox lights can be directed effectively with shields

Lee: Do our best to compromise with the residents

Greg: Shield and redirect away from yards and windows.

Sam: Handouts of different lights investigated

Walt: Greg, why are we stuck on Delmarva Power?
The town can save money by not using Delmarva Power. Delmarve has 3 options, but private sector has hundreds of choices. Reasonable prices can be found. Town should put this out for public bids. I've dealt with Public Utils all my life, fix within 24hrs.

Greg: We have other estimates where the town takes responsibility. Those prices are higher and then we still have maintenance.
I'm not for bollards. People want to jump off them, maintenance nightmare.
Delmarva cost is better.

Sam: Ad hoc cmte not committed to Delmarva Power, we are free to be committed to them. They have lots of experience. They don't govern our decision.
Strong opinions from all of us. Our recommendation will be what it is.
Greg has his reasons and his input is important. He's the one that gets the call when something needs work. We can do what we want.

Randi: We should focus on how it will look, not just on how expensive or cheap it is.
What is the best lighting for this project?
We can get the tallest cheapest lights available—just because it's the least expensive is not a good reason to get the lights. We want appropriate lighting or no lighting, if that's what we find appropriate.

Sam: Look into "Dark Sky", not a brand but a type of lighting. Walt will you research "Dark Sky"?

Walt: Sure.

Sam: Sister in law in Missoula, Montana, was against lighting a trail near her home, but not it's there she has gotten used to it and even likes that it is there. Can walk the dog at night.
I have not seen a lighting that is specific to lighting the trail, but parts of the trail is Lewes are well lighted because of nearby lighting. Well lighted without trail lighting.
All DelDOT trails are 24/7. If we regulate the light, the regulations would need to be enforced.

Walt: The state of CA is very specific on lighting public environment—Light Trespass Law.
All manufacturers must design light to not trespass in all directions. Called California light fixtures.
Private sector lights are great

Randi: Possibility of using lighting in combination with reflectors. Fewer light and lighting the edge of tails. Moonlight lighting is a type of lighting to mimic moonlight. I haven't seen it though.
Not disruptive to wildlife.

Steve: What are the parts of the trail? What is the type

of light? Cost? Light pollution? What are our goals?

Sam: Would like comment from chief. Was on TC when the decision on lighting was passed. Second whereas clause (inaudible)

I will tell you the lighting decision was made for safety and security for walking and using the trail.

Miki's comment about how many will use the trail is not something we can find in this amount of time. We simply don't have time to do that survey.

People do walk on the trail at night, the suspicion is that more people will use the trail at night due to the lighting. Lighting provides needed connectivity.

Need lights from the bridge to Federal street.

When MES reopens kids will use the trail.

Miki: Section of concern is where there are adjacent residents.

Lavinia doesn't have lights. Between the two entrances.

Greg: That section is state-owned.

Miki: The sidewalk is part of Milton.

Sam: Point well taken, but that is beyond the scope of this committee.

Rails-to-Trail lighting ad hoc.

Easy to expand beyond the charter but we will only be looking at R-to-T phase II.

Chief Harvey: I do understand the homes don't want lighting. If it prevents one incident from occurring in a dark space can you really put a price on that? Currently there is money available to match 50% of the cost. Get it done while you can without paying the full expense. In the future, if people fall, people hang out, etc, and then people want to have lights then the full expense will fall upon the town. Better to go ahead now with a reasonable type of lighting for that area so it's safer. Obviously, nothing is going to be 100% safe but at least you have something vs. nothing at all. Say you were being attacked in the dark, you would see no part of that person. If there's lighting there, that's the only way you would get even a glimpse of who or what happened. You may even have someone who is out there walking their dog and will be able to see and be a witness to help solve whatever the situation is. I'm not saying which type of light is better, but some light is better than no light.

Sam: Thank you.

It's appropriate to each of us to visit the trail and come back with our own impressions.

I'd like to have committee members visit the circle in Georgetown.

These bollards' specs are in Sam's handout.

Different bulbs are available.

Confirmed to be shieldable up to 180 degrees

Lee: When you visit the trail in the dark. Look at the level of where the ground is in relation to the homes. Take that into consideration.

Sam: Behind some houses there are mature trees, and some homes have no berm or landscaping.

Randi: Do you have backyard lighting, Miki?

Miki: No, my neighbor has motion sensor lighting. Lots of wildlife around. If you hear rustling, please don't scare the skunks.

Lights will attract owls to the trail to pick off the mice from the field.

Steve: Anywhere locally that we could see the Granville lighting

Greg: Yes, the Granville are all around town. The box lights are in the parking lot area of... ?? Heritage Creek Arch Street has Granville with shielding.

Randi: How many lights were there supposed to be in the original plan?

Greg: 21 lights

Randi: (comment unintelligible)

Sam: Phase I has the light (comment unintelligible upon transcription) ...feet apart

(comment unintelligible)

Miki: Delmarva no longer has the lights available from the original plan

Sam: Still on the table, but they have little backing Granvilles match existing lighting throughout town.

Walt: LED Lights are replacing the sodium

Greg: The price may have changed

Walt: The light that got replaced on Union St is ridiculously bright.

Sam: Are there any LED lights that aren't so blue/bright

Walt: Improved LED lights have admuent dials right on the fixture. Warm White to Daylight white. All kinds of options.

Greg: 5 LED lights in Memorial Park in the Granvilles

Walt: 80% less electricity used in LEDs

Sam: Return to voting on whether we want to make final recommendation that is not uniform for the entire trail

Can we make a rec to have 1 segment of federal to east side of bridge, 1 segment from the west side of bridge to West Shore Drive, 1 segment from the west side of bridge to Lavinia Street?

Miki: Would like no lighting from Lavinia to the bridge.

Randi: Motion to segment the trail into 3 parts, Federal Street Segment (from Federal Street to the Bridge), The Little Hill Segment (From West Shore Drive to the bridge), Lavinia Street Segment (from Lavinia Street to the bottom of The Little Hill).

Miki: Second

Sam: Role call vote 7-0

Lee Revis Plank – yes
Chief Harvery - yes
Steve Callahan - yes
Randi Meredith – yes
Sam Garde - yes
Walter Tydings – yes
Miki Mathe – yes

Sam: Steve would you contact, Bike DE, and ask if they have any thoughts on the lighting on our bike trail. They were the first to give us money for rails-to-trail. Chief can you think of any outside orgs that we should contact? If not that's fine, I can only think of two.

Chief: No

Sam: Greg, please contact your counterpart in Georgetown and get his opinion on bollard maintenance

Chief, please contact your counterpart in Georgetown and get his opinion on bollards in the circle and wherever else they use them.
Any new agenda items?

Walt: Greg can you give us the specs on the lights that Delmarva Power offerings?
The holophane bollards in Georgetown are good quality, they check all the boxes for me.
Holophane is a good company.

Chief: Residents on Federal Street Segment would like lights on the trail.

Greg: The Little Hill segment abuts a property that is going to be built on.

Miki: Two buildable lots may need to be shielded. The is lighting on West Shore Drive that may be sufficient for the top of the Little Hill.

Sam: Agenda for Thursday night, reserved the room at Cannery Village. Anything to add to the agenda? Try to set up another meeting for 1 week from tomorrow.

Trying to wrap up before xmas.
Any other scheduling?
I have nothing else.

Miki: We do have a guest.

Public Comment

(Name unintelligible unon transcription):
Sounds like its going to be Granvilles
Is it going to be 20' high.
(comment unintelligible upon transcription)

Sam: We haven't made any decisions.
We have only agreed to segmentation.

Public commenter: So the lighting from federal would be consistent with in town?
Lighting from Lavinia should be the least possible

Online comments read aloud by Tom Quass: Lisa and Tom Malone:

A bike path is not the same as a sidewalk.
What time at night are people walking the path.
Data is needed to make informed decision
How many lights are proposed?
Why not a public bidding process?
Even 12' lighting is not welcomed by my household which is bordering the bike path.
Survey can do on the town facebook page, survey-monkey on the towns website.

C Dudley: Could the lights be on a time so they aren't on 24/7?

The trail goes through a wetlands area, has that been considered?

Could motion sensors be installed?

Bob Byorick: ww.darksky.org

Sam: Anything else to contribute?

Randi: Motion to Adjourn
Second by Miki or Lee (unintelligible upon transcription)

Motion to Adjourn
7-0

Respectfully submitted on 12/15/2020,
CouncilWoman Randi Meredith
Secretary of the Rails-To-Trails Ad hoc Committee

Call to Order:

The meeting was called to order in the Cannery Village Clubhouse at 6:30 PM on December 3, 2020 by Councilman Sam Garde

Role call:

Councilman James "Sam" Garde, present
Councilwoman Randi Meredith, present
Lee Revis-Plank, present
Miki Mathe, present
Steve Callahan, present
Chief Harvey, present
Greg Wingo, present
Walter Tydings, present, virtually

These minutes shall be the final minutes when approved by the Ad hoc committee. The discussion was recorded, and transcribed by Councilwoman Meredith. The recording is available in Town Hall. Additional documents were handed out or emailed to members of the committee. A portion of the recording was unintelligible upon transcription and is noted as such.

No additions or corrections to the agenda

Sam: Delete item 5, as there are no minutes

Randi: Motion to approve the agenda as amended 2nd by Miki

Discussion-None

Motion carried 6-0

Sam: One of the rules for using the clubhouse is keeping masks on at all time, no removing to be better understood. A condition of the board. I personally was not aware of that, it was an error.

Under old business on the agenda, any thoughts or comments on the resolution itself?
If not we move on to new business

Any thoughts on accomplishing the responsibilities of this committee:

Miki: Talking to neighbors and a general concern about why we are spending this amount of money for something that will be use primarily for recreational purposes. How many people, how often will be using the trail after dark? Yes, part of it is a grant, but we're still spending that much money for how many people can take a casual walk, because there is no necessary destination coming from downtown into Wagamons unless you're walking home but that's a choice not a necessity.

Randi: It's not a choice if you don't have a car.

Miki: Ok, today then how many people don't have a car? Is it 1 is it 10? Is it justified that we spend thousands of dollars?

Walt signed on.

Miki: I think that we ought to get input not just from the residents of Wagamons, there was an informal questionnaire, there were 120 responses and of those 10 people said they agree with the lights.

The people of Milton proper, ought to have some say in how their money is being spent. There's not a real necessity. Today I have breakfast and I see people walking the trail all the time, today I saw 3 people, normally 20-25 people. It's cold out there. People are not walking in the daytime when it's cold, why would they walk in the night?

Let's find out what the support is. \$200,000 is a lot of money, there are lots of things the town could use that for. We need some kind of justification.

Sam: Thank you for your comments. I will address a portion of it from my perspective. This is from, I don't have the data, since we have already agreed to considered segments, I would offer you that the Federal St Segment should be lighted in order to allow especially during winter children to walk home from school, people who want to walk into town for dinner, from dinner and in general. Light it for the safety of the citizens who are able to use the connectivity made available by rails to trails between friends, neighbors of Wagamons west shore and the rest of the town. There is a genuine justification without specific date. I've also walked Little Hill and I thought It would be brighter than it is. Without specific data I believe it is a safety issue that we provide light again for any. People who are using the connectivity between town and Wagamons west shore. I would opine that at least two of those lights be Granvilles.

If we use short lights the bridge will not be adequately lighted because the bridge is one of the darkest spots because of the loblolly canopy. And evergreens year-round. That is justification without specific data.

Miki: 1 correction. I do not believe that there are any children in Wagamons who walk to school They get a bus.

Sam: MES is not open. Closed and all children who use elem schools in Milton are bussed to HOB and Old HOB.

I'm not sure what the answer is going to be once the new MES is open.

Steve: Currently Wagamons is HOB, but Mariner kids can bike. There will be a playground at the new MES. My daughters will want to go there. Right now, we take walks there often. To justify the cost this walkway is meant to be use 24/7. WE pay taxes like everyone else in Milton, we are part of the town, we should be connected to the town.

Randi: The amount that can be spent is UP TO \$97,500. With a matching grant. We don't have to spend that full amount.

Miki: It's still an amount of money to light something up for the use of the town, how often? I doubt come January and February anyone is going to be out there.

Randi: I disagree. Just because you are not out there doesn't mean other people aren't out there.

Miki: I understand.

I've lived there for 13 years, there were railroad tracks, it was totally walkable, there was myself and several others, we even walk out past Lavinia and that was not inaccessible until 5 years after when sections grew up. Over the last year and a half that has been open. And people have been walking through there and I haven't heard of a single safety incident.

Sam: And that is to our credit. Your point was made. I have a fiduciary responsibility with another hat one with the town. But I would comment that mayor and TC who are charged with making and approving the budget have the responsibility of enforcing the budget have voted in favor of that line item of \$97,500. I know that is not the justification you are looking for but it was approved. Excuse my technical terms, the "goesins" and "goesouts" are part of our balanced budget.

Our charge is to come up with something by Jan 4th.

Miki: I understand it. It is the way our government works.

Chief: 1 way you may want to think about it while there may. Not be people there now, people are still moving into town you have to be prepared for that situation.

Miki: A real concern is that people are gonna have their backyards lit up. And I hope that we can do everything we possibly can to just light the trail.

Greg: We're not trying to light anybody's backyards up the lights will be directed to the path where you won't have lights shining in your backyard. And this is one of the things I'm trying to stress, that whatever light we're selecting to go in that stretch it's not going to shed back into people properties, we do value what everybody says. I personally wouldn't want lights shining in my backyard, again, it is a trail and safety is a priority. That is a huge liability.

Miki: There's also the possibility that the town can designate that the trail is not to be used dusk to dawn. That solves the safety issue. People are walking for pleasure. There is no destination. WE lived without it

for a long time. If you really need to walk, take a flashlight.

Steve: The walkability of the town increases property values, increases quality of life. Whatever the reason for walking to town is not the issue, it increases the quality of life, it increases the desirability of the neighborhood, it increases property values.

Miki: Then by coming on this committee, to make sure whatever light we chose will minimize the impact on the community.

Sam: I read Roy Turci's circular and it was very specifically about 12' foot box lights and they were not even on the table, but they are on the table now, but they have no favor with anybody on this committee. They don't. The only things that have favor, no, the only two suggestions that have been made so far are for the Charleston type bollard light, as in Georgetown, and the Granville Lights that are duplicates of the rest of the lights in town and I have by word of mouth, but not personally confirmed that the Charleston bollard light can be shielded up to 180 degrees, I feel we should shield it to 160 degrees and you'd have just a little outflow on the edges to have properly lighted the walkway. And with respect to the Granville. We all know what they are, there are different heights. On phase 1 is 14' but I feel that is a little high. In my view, an opinion, the anchors on either side of the bridge should be 360 Granville. I drove though heritage creek and on arch street and mill pond rd there are shielded Granvilles. I personally think the shielding on those two streets was at best, not very good.

I don't think the
On each side of the bridge, it is extremely bright.

Greg: I can get Granvilles in 10', 12' and 14'

Miki: I went to Georgetown to see the bollards and they are god-awful. I mean it they are terrible. First thing I noticed, perfect height, cages on them. In Georgetown they are shielded. Felt like someone shing a flashlight in my eyes.

Sam: I agree. I went with my tape measure. A member thought we may have the wrong picture. I measured. they are slighting different heights, but I think that's due to the grass.

Miki: It's an appropriate height as long as they are shielded and the shine down.
You don't need....

Sam: Bollard, short light shown in packet, they are at the library in Lewes. I drove over there and waited for about 40 mins and they never lit up. And I waited. But the library is closed all the libraries are closed so I suspect that they may have them turned off. They only shine down. They are shielded. We want to shield out.

I was told by a resident about a bicycle that was coming from the other direction and the person was afraid that the bicyclist could see the path but not the walker.

It could maybe happen, but I suspect it happens a lot.

Miki: Lights on bikes are supposed to be bright enough to see ahead.

Chief: I have an extremely good light on my bicycle and it's still difficult. But people on the street were flashing me to turn it down. On the trail I came upon some people faster than I intended, than I wanted to because I couldn't see them. They were walking in the darkness.

Randi: The lights in Georgetown, are very... sharp. Is there a way to dim the light?

Greg: There are different settings and Georgetown three setting.

In Georgetown there are lights coming in from everywhere at the circles so to really see what the bollard would do, that is not the proper place. I'm interested in checking out Lewes. But if we want more info on the bollards, I did some research on trails and the most places to see bollards are in the city setting. I did hear something about the Riverwalk in Milford that has a few along there. I'm going there this weekend to see what they look like.

Sam: I will do the same.

Randi: Greg you mentioned you are worried about vandalism, and these flat-topped ones at the Lewes Library make me think people will want to stand on them.

Greg: Yea it's going to happen.

When I said that bollards are a maintenance nightmare, they will be.

If you're looking at the bollards in Georgetown there are cameras everywhere when I asked Georgetown's PW about the maintenance from damage by anyone they said no. I can see why. Everywhere in the circle is on cameras there are lights all around.

I want to avoid a predicament of getting into constant repairs at a cost to the town.

Sam: I am optimistic about the maintenance.

Any thoughts in general?

Walt?

Walt: I visited 6 different communities and Georgetown circle and Lewes, I email the pictures from Lewes Library the bollards are excellent. In reading further, It appears after talking with Greg that we are going with Delmarva, than bollard maintenance is a moot point. That fee we would pay to

Delmarva would include all maintenance, vandalisms =, bulbs whatever, is included in that price.

Greg: Delmarva power does not offer any type of bollard light.

So if we choose bollards its all on the town.

Walt: What fixtures are they offering now that the shoebox is off the plate?

Greg: Granvilles, traditional or cobraheads.

Walt: New Granvilles over at Anthem, a new Ryan Homes development, they are poor at best. Walker Road.

They have 6 of them. Terrible, terrible lights.

Sam: Did you look at any lighting in Milford?

Walt: No, I did not. Georgetown, Milton and Lewes Not Milford.

Sam: I have passed out your photographs from the library to all members.

I went to look, and the lights never came on.

Walt: You're right they may just be turned off.

Sam: They don't look like they would be good for lighting our trail and they project straight down. Very deceiving and you'd be amazed how well they light the sidewalks. They do an excellent job.

Sam: I know the shoebox that are in there parking light leak more than they are advertised to leak not shielded well at all.

One of the things, Dark sky, did you look in to that at all?

Walt: Yes I did it's a website, basically a committee of citizens and vols in Arizona and their agenda to stop light trespass, preventing light from project into the sky and toward neighbors, etc.

Just a committee to invent new fixtures.

Sam: Thank you.

Steve: I called up Bike DE and spoke with John Barr (sp?) Coordinator and treasurer. No advice, he has observed several types of light, usage would increase with perceived safety, and no specific advice on types, he gave me 4 names to contact, Paul Moser, John Fiori @deldot, Anthony (unintelligible) at Deldot.

Sam: Thank you. We have covered item c.

Lee: I went to Georgetown and there were a number of families in the area. I thought the bollards would be

adequate, the choice of bulb and shielding will make a big difference. And listening to the people along west shore drive.

I was walking along the trail with a flashlight and I am absolutely certain that the approaching cyclist was unaware that I was there. I was flashing my light to make sure and I stopped off the trail because I didn't feel safe it is so, so dark there. In my view, there won't be a lot out late at night. I'm there after the news and usually I have finished my work for the day and I have a process of unwinding and I walk every single day regardless of anyone seeing me, I'm there every day.

Sam: What news do you watch, I mean what time?

Lee: Start at 430-630.

Sam: Ok.

I think the bollards will work well. Up to the bridge I have no real preference but continuing the lighting from the first phase. The little hill is something that we didn't talk about. I stopped there. Looked at the streetlights and its absolutely black Not enough light from the streetlamps.

We need to consider more research.

Bollards would be fine for the center but a bigger light at the bottom and the top. My concern with the lighting is also that you may have someone fall, it is slippery. So this a good indicator that we need something extra there. I have no problem with the time up until 8-10pm people are going to be out there.

Sam: A question for Greg. Is it possible to put any lights that we decide to use on timers?

Greg: You can put it on a timer but I feel that we are defeating the purpose of even putting the lights up. To make a suggestion a sensor would work if someone were close to them. All hours of the night I pass people on the trail.

I can't tell you how many. On a Tuesday I say 27 people in the morning hours.
I would not want a timer.

Sam: Is it possible?

Greg: Yes, its possible

Chief: I spoke to Chief (?) (of Georgetown PD)...
The bollard lights in the circle, they depend on all the lights in combination.
They are definitely an option if you just want to light the walkway vs. the area like 14' or 10' light would.

Sam: We can light the path or the area.
Is it more sensible or more respectable?
I'm going to use a word that became unpopular for whatever reason. It's not unpopular in this town. The word is "compromise".

What I think we can come up with is a compromise that is not box lights, a compromise that is unobtrusive as possible. We can come up with a solution that doesn't compromise safety. Recently ... muffled.
Jogging without a flashlight, but that's when they can work out. Jogging. For whatever reason. Working. Go out jogging.

Steve: (Unintelligible)

Chief: There may be a where they don't feel safe.

Recording becomes very muffled for several minutes...

Sam: To me a lot of the responses were based on the phrasing of the survey questions.
I voted for the lighting and in retrospect it was over-lighting.

Miki: I'm still against the lighting but I'm not going to die on that cross. It's a huge waste of money.
I'd rather fix something downtown.
That being said, I'm very glad that we have segmented the trail. Decide the appropriate light for each segment.

Sam: You are perfectly allowed to offer that.

Recording becomes very muffled again...

Sam: We may be able to come to agreement on some, depending on how that goes.
I'll try to get Wednesday the 15th. We can't have a meeting unless we decide tonight we want another.
Tuesday is already scheduled.
The earliest is Wednesday the 16th.

Randi: The governor updated the COVID requirements for meeting so we may need to switch over to virtual.

Lee: What can we do tonight? Can we agree on anything?

Muffled again...

Sam: In keeping with FOIA we cannot vote tonight.

Steve: Are there plans to continue the trail beyond Lavinia?

Sam: I don't know?

Greg: In the future planning of DelDOT, that area is not part of the town, so not sure.
That's going to be phase III, when they have a chance.
In the next 5-7 years you'll hear more on that.

Muffled...

Sam: I didn't know there were tracks there.

Greg: Tracks out to 30, future use is likely.
Food for thought. looks like we're moving further. I would like to see Granville on federal street segment. On both end of bridge, I'd like cobra heads or box lights.
Little hill- Granvilles
Lavinia segment – Granvilles or good-enough bollard light
Looked at several types. It's not 100% what I want because PW is not set up to be street pole electricians. Maybe split it between town and Delmarva Power. Delmarva Power to do Federal and Little Hill Segment. Town to take on Lavinia Segment.
Just putting that out there.

Lee: Federal Segment should be consistent. Good deal of light for higher traffic.
Little Hill bollards for most, big light at top, Lavinia bollards are enough, completely open to compromise.
If we don't have lights, I'll take my flashlight.
Need lights for Federal and Little hill.

Miki: Light for Little Hill and Federal is 90% of lighting needs.
Lavinia Segment is the controversy, I don't think we need any lights there. Open field, not as dark. Take a flashlight. Walk through the neighborhood instead of Lavinia Segment.

Sam: Segments are room for compromise.
Federal Segment should be consistent with town, Grandvilles @ 12'. I want anchors on each side of the bridge to be Grandvilles. Little Hill would be adequately lighted with a Granville. WE need to shield the light for the adjacent lot. Need one more in the middle.
Just from an aesthetic point. Happy with a bollard.

Steve: Little hill needs more light.

Greg: It's 106'

Steve: Would 1 granville be enough?

Greg: You would probably need 2.

Randi: Can we put one Granville in between the Lavinia Segment and the Little Hill?

Sam: That would interrupt the existing drainage culvert there.
On the hill, does anyone think we need a light on the east side?
There's a water line in there too.

Greg: The water line sits about 30 ft off the trail. So, there is room. And we stayed on the edge of the right-of-way.

Sam: Potentially put one on the federal segment. Open lot buyer will want the same consideration for shielding.

Miki: When would the light be up?

Greg: We send a recommendation to Mayor and Council.
Vote to go with rec or review.
We don't know when.

Sam: Need to make a recommendation to go to M&TC for Jan 4 meeting. 95% sure we have until June 30, 2021 to have contracts in place to use the grant portion.
My recollection is June 30.
So up to M&TC to accept the recommendation
Get Pennoni involved, bidding process, bid evaluation process, contract reward process.
Pressure is on us to make the recommendation for Jan 4 to make the grant work.
Up to a maximum.
If Walt is correct and plan should cost less than the last. They pay 50 units and we pay 50 units.

Lee: Is it reasonable that we will not see lighting until next fall?

Sam: The first thing to go in would be conduit, foundations. I doubt finished by early fall.

Randi: I'm picturing 5-6 Granvilles on Federal Segment, at the bridge I would prefer shielding for wildlife. So the light is only on the bridge.

Miki: Shield it to the trail. Shield is as much as we can.

Steve: Shield all of the Granvilles?

Sam: Town owns the property on the corner of Federal and the trail.

Greg: We can shield that.

Chief: Neighbors are for lighting, one neighbor prefers it to be low lighting.

Greg: On the bridge, the box light would be a perfect fit for shielding purposes vs. the Cobrahead.

Randi: I would prefer box lights for bridge.
Granvilles on the little hill.
Lavinia, bollards, heavy-duty. Greg what should we be looking for in a bollard?

Greg: Steel and as hard as can be.

I can provide different types of bollards for review at next meeting.

Sam: Technical info from Holophane. Charleston bollards light. When I measured it, it was damn near blinding.

Randi: I would also like to consider bollards and reflectors, fewer lights, lower cost.

Miki: There are trails that just have reflectors.

Sam: Most interstates just have reflectors, so they depend on you bringing your own light.

Randi: Are there solar options?

Greg: There isn't enough sunlight for them to stay on.

Randi: Maybe that's good? Miki, you don't want them on all night anyway.

Greg: Well again what would be the point then?

Sam: If someone would like to make a motion?

Randi: I have some maps if anyone would like to sketch out their ideas. It's helpful to me to see it on paper.

Sam: I couldn't find the trail on google.

Randi: I drew it. It's helpful to me.

Sam: Are there requests for agenda items? I failed to ask if we can have a volunteer to be secretary.

Randi: I can do that.

Sam: Oh! Thank you. Cause I'm not that good at it.

Randi: How can I get the meeting?

Greg: I can get the recording to you on a thumb drive.

Sam: Thank you. Any new requests? Schedule only has one more meeting. Next earliest would be Wednesday of the following.

Miki: Will we have enough info to make decisions?

Chief: Schedule another meeting just in case.

Convo on scheduling.

Monday the 14th at 6:30
To discuss the bollards.

Randi: Can our recommendation be "a bollard" or do we need to specify the bollard?

Sam: A very good question. It depends on how far we get, town would prefer we do the research. I would prefer we do it. Not specifying takes away from our decisions based on resident input.

Steve: Be as specific as we can.

Greg: We should do the research and choose one to make the recommendation.

Sam: Any online comments?

Miki: I represent my own views. I'm not a community representative. I said earlier it would have been nice to get community input.

Greg: We discuss the 1.5-2 years ago, it was on the agenda and everyone had an opportunity to comments and we listened to the residents and the mayor and town council voted on it. We had several meetings over the course of a year. Residents had that opportunity.

Greg reads online comments aloud:

Walt: Asked q on Delmarva power on offerings. Granvilles, cobras and shoebox.

Comments on taking masks off. We are not permitted.

Roy Turci: The vast majority don't want lights. If anyone wants to walk after 10pm the front streets of our homes. There is no need to walk after 10pm behind our homes and look into our windows, we don't want to be on display.

Our house values will not go up they will go down. We will be lucky to sell our homes, who wants people in their backyard while they are sleeping

Walt: Speaking to Kristy June 30 is the deadline letter of intent must be signed by then.

Bob Byorick: Shouldn't we only want to light the trail and only the trail?

Greg responded "that's what we are discussing".

Miki: Light the trail not us.

Roy: Overwhelming majority of Wagamons want no lights.

Walt: Could we have copies of all stats for Delmarva power lights.

Bob Byorick: Can you shield an existing Granville to see it. Greg responded they are in Heritage creek as such.

Walt: If we buy fixtures will Delmarva wire them?

Greg: No, we would need a contractor.

Sam: Thank you.

Meeting Tuesday dec 8th.

Monday the 14th.

Chief cannot attend the 14th for an election at the fire dept.

Steve can't do the 15th.

Wednesday the 16th at 6:30pm

Steve: Home value statistics say they go up with the addition of a trail. Actual peer-reviewed research.

Sam: Thank you to the committee. Your opinions and concerns are valued. I thank you and I'm happy to be part of a committee that respects each other's opinions.

Motion to Adjourn
Second

Unanimous 7-0

Respectfully submitted on 12/15/2020,
Councilwoman Randi Meredith
Secretary of the Rails-To-Trails Ad hoc Committee

Call to Order:

The meeting was called to order in the Cannery Village Rec Center at 6:30 PM on December 8, 2020 by Councilman Sam Garde

Role call:

Councilman James "Sam" Garde, present
Councilwoman Randi Meredith, present
Lee Revis-Plank, present
Walter Tydings, present
Miki Mathe, present
Steve Callahan, present
Chief Harvey, present
Greg Wingo, present
No visitors.

These minutes shall be the final minutes when approved by the Ad hoc committee. The discussion was recorded, then transcribed by Councilwoman Meredith. The recording is available in Town Hall. Additional documents were handed out or emailed to members of the committee.

Sam: Any additions or corrections to the agenda?

Randi: Minutes are not completed.

Sam: That is understandable.

Randi: Motion to approve the amended agenda.

Walt: Second
7-0

Old business and any new thoughts on the resolution that established our committee? Or are we all pretty comfortable.

b. New thought on accomplishing the responsibilities?
We named 3 segments. Federal, Little Hill, Lavinia

Miki: I think it would be appropriate to include a vote on whether or not we want lighting on each segment.

Sam: Yes.

Miki: Can I add that to the agenda?

Sam: No, we can't vote on anything that's not on the agenda. That's a FOIA requirement.
But I think under recommendations for lighting plans...

Miki: (unintelligible)

Sam: If we're ok with the approaches.
Are there any reports from members?
Any additional comments from our master electrician who was not here in person last time?

Randi: I have a couple of items. I read a lighting study, the WATERTOWN-CAMBRIDGE GREENWAY LIGHTING STUDY. WATERTOWN CAMBRIDGE GREENWAY

April 28, 2017." And it basically outlines why on this particular greenway they recommend lighting. I want to point out a few of them.

"The lighting should ideally serve these functions:

- Provide sufficient light levels so that the surface of the path can be seen clearly, and any obstacles detected.
- Provide sufficient illumination on people's faces, so that approaching persons do not appear as dark silhouettes."

That cannot be achieved with bollards because they are low.

"• If the surrounding area is dark, some light should be spread onto the ground on either side of the path, to push back the shadows for an improved sense of security."

I just want to make sure we are considering that.

"• Put the light only where it is needed, and not into areas where is not needed."

"• Light only to the minimum levels absolutely required for the task."

To limit ecological impacts.

"• Turn off the lights when they are not needed."

I don't know that we could establish something like that. When they are not needed?

Miki: After 10 o'clock

Randi: It also recommends the color temperature for fixtures is 3000k. Which is a warm white. And I don't know anything about that.

Sam: Well, I can potentially shed some light on that. Walt knows what this means. I'm going to pass out an email that I sent but you may not have had a chance to look at. I'm fairly sure that any LED supplier can come up with similar or light like this.

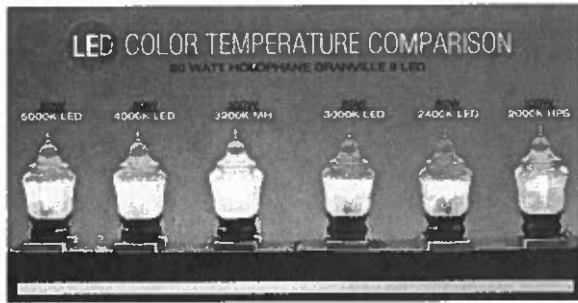
Randi: So, this study said 3000k, that's what they recommended. And to use LEDs because then there aren't any ultraviolet light emissions which affect animals and plants.

Sam: We only have 1 look at a 2000k, that on the far right of this picture.

Wal can you gives us any indication of what these terms mean? 100watt 2000. (unintelligible upon transcription)

Walt: Your based on the kelvin scale of color, that's the bar that goes across the bottom. From a blue white to a very yellow.

Walt describes the following chart:



LED, 100watts 3200K MH, that's metal halide. Metal halide is a technology that been around for 30-40 years, they replaced mercury vapor. That's the color you get period. Same holds true for the far right, that HPS is High Pressure Sodium. Everything you see outside the door here, the parking lot, all through Wagamons; that's High Pressure Sodium.

LED the tech available today, you can get any color that you see on here [on this chart].

From 2700k to 5000k actually they have a 6000k that is real blue-white. The lights you pointed out on Union Street, Chief, that is LED.

So, it can be any color and any wattage. The wattage has no bearing on the color output or color type.

There's also some reference for some of these on a color rendering index, a CRI. The Holophane fixtures showed a 70 CRI on that particular LED. For lack of a better word, that is a less expensive type of light. That means it has a direct effect on how your eye perceives color. So, an example on a 4000k lightbulb with a 70CRI you may see red. But with an 80 CRI you may say its brown. On outdoor lighting the CRI isn't that much of a factor. The biggest factor is the degrees in kelvin. And it saves you of wattage output. And that transference you lose on per sq foot for how much light you're putting on a specific item. Looking at whatever the limits are on these lights, you can see everything in this room. We're up to 50-100 lumens per square foot. The only requirement for lumens on a pathway and lots is 1/2-1 lumen per square foot. That's minimal lighting to be able to see. But not necessarily a way to identify people or things. It's strictly to maintain safety so you can actually see a walkway vs plants next to it. It's all that's required per law per code. So, we have those choices unless we end up with Delmarva provides and then you can forget everything I just said.

Sam: Thank you. When I reads things like watts, LED 4000k I'm good at reading but I don't own that. I know what a 75 watt bulb means. I know what a 200watt bulb means. I don't know 400k LED means. But having said that, this was provided to us by Holophane which was one of the cos that provides one of the bollards that we've all seen in Georgetown in the circle. There are several demerits about that one of which is that the whole place is lighted terrifically that its hard to tell what is does. That being said, this company is being responsive to our requests. I reached them on the phone. I contacted their man who is known to Greg

and Mrs. Rogers. He has been in town any number of times he's familiar with the lighting in town and he has been very helpful. The one thing he could not confirm or deny categorically and technically was the ability of the Charleston to be properly shielded. I requested it be shielded 160-180 degrees. And his verbal report was that he would take that to engineering dept and make sure that is was feasible or not for whatever reason. So, its listed as an option on the fl1st and 2nd night.

Randi: So, I also found these different bollards. VeeLight Industrial and Commercial Lighting. The angle is such that it only points on the path. It would be pretty effective. If our goal is to just light the path, I don't think the type of light that just projects out is appropriate. Rather it should just be on the path.

Sam: Walt sent some photo of other light that is at the Lewes Museum. Same Garde drove over there twice when it was dark, but before 6 o'clock, the library was closed, and the lights were not on. But they were on both sides of the path and they illuminate down. They are shielded like the shoebox light. They are so low. They needed it on both sides of a narrower path than what we are talking about. But Walt pointed them out and I am certain there are other lights that we haven't done any diligence on. There a Charleston LED series and we don't know if it will work in our application as of tonight. Hopefully we will. That's one of the reasons that we scheduled a meeting for next Wednesday. Greg you had information related to item b on the agenda.

Sam: I spoke to BIKE DE. He forward my contact info to Paul Moser, who works with DelDOT, he was a project manager for the trail. Basically, he reiterated that our options are limited with Delmarva. He had input on bollard maintenance and upkeep. In his experience there is a very minimum concern, and he would not factor that in. With his experience with bollard lighting, he hasn't experienced destruction by anyone. Take that into account as part of our concerns.

Sam: Any other observations anyone wants to make?

Let's move on to info provided by town staff on lighting style. Greg's handed out with the agenda a lot of info that is relevant to lights in town and that should be considered for lighting this path. I had a chance to review this and have no questions. It's pretty clear but I would like you to describe the conduit installation, because in the old days you would go to Delmarva power and they would do the whole things, conduit, wiring, installation and the whole shebang. Today they don't. Greg would you mind giving us what Delmarva will do. What is the most they will do? What is the least they will do? And what would we have to do?

Greg: If we go with Delmarva Power, the installation of the lights, they no longer install the conduit. They

would install the electric to the panels. Up to a contractor of our choosing at that point to run down the trail with the conduit then they would come through and install the lights, base, wire, hook it up. If we choose other than Delmarva power. Will come in, install the electric panels, then from that point on will be up to the town and the contractors has do the project. So, we can change up the conduit, we don't have to use what Delmarva power says. And of course, the responsibility form the panel boxes all thought he conduit, the wire, light installation in on the town. Installation costs and upkeep.

Sam: May I ask a question? Since I am a dinosaur, maybe between wait and yourself how will conduit be installed?

Greg: We've had this convo with Delmarva Power, back and forth. And actually, Delmarva Power has a contractor that does the installation. The majority of that path would be bored to run the conduit.

Sam: They basically run it underground is one fell swoop.

Greg: You would need on federal segment, two pilot holes and they run the conduit underground.

Sam: with a borer. To me that's new tech, to me to install conduit you used a ditch-witch. And dig the ditch, lay the conduit and fill the ditch back up. You just use a boring machine now. What directions, what curves to take. Straight lines.

Greg: That's correct. Its less damage to the property that you see and boring costs run about the same or cheaper than a trench.

Sam: Does the conduit go right with the borer?

Greg: Yes.

Sam: The pvc pipe goes right with it.

Greg: Yes.

Miki: Sam, you were even more advanced than we were, we used a pick and shovel.

Sam: Is that actually computer controlled?

Greg: Yes.

Sam: That's what I thought. Great.

Walt: Great questions on that. You talk with Delmarva Power more that I do. I received the same letter. Being a contractor, about Delmarva changing their responsibilities as far as what they provide. But it was my understanding that this only pertained to structures,

if you're building a house or a building then it was up to the contractor to install the conduit for them. I'm not sure about securing the wiring or not. I didn't pay that much attention to it. What they power on to the property. But I didn't think this applied to streetlights.

Greg: No this is the same for a structure or a path. They bring it to the prop line set electric panel at property line, then you take responsibility for getting the conduit it.

Walt: I know you core bore everything. That being said, I have two things to bring to the table. This is a revelation here. If Delmarva is no longer doing this, because I initially got a call two years ago with town council.

Years ago, you go to Delmarva and say put in a light for us, and its done.

Sam: Basically, it was going to be a turnkey. I voted on this, and my understanding at the time was incorrect because I thought it was going to be a turnkey.

Greg: No, it was never even put out that way. Because it was approx. two years maybe a little longer ago when Delmarva changed the guidelines on the conduit. So that price was added in there. It was an \$80,000 estimate, from Delmarva Power, that they got an estimate from their own contractor so we would have something to go by.

Walt: I came from a world where we had utilities as Delmarva ... by Excellon. That what was done. I understand why they would do this on residential, commercial and industrial structures. It's for the protection of their people and their liability. That being said, why would we go with them if we can go private to a contractor who is in the business of boring. Cause a boring machine, is set up today where you buy pvc covered wire, you order the size you want, its polystyrene. It looks like a black water pipe the wire is already in it. You run the drill, it pops up on the other side you bolt the cable to it, you pull it through and you're done, one done one shot deal. And then you just terminate that end at the pole bases. It's very simple for people who are in this business. I have experience with this, it's amazing how quickly it went and how efficient. The computerization of the coring boring machine and then the finders they use to sweep the ground and know exactly where it's going. It's like a snake going underground they can direct it. I saw them hit a 2'x2' area from 80' away. The tech is that good and quick. No damage to the environment. No wire to pull in, no conduits to maintain, it's tough enough you don't have to worry about the backfill, there's no backfill. Its pulled through. Hole it creates. I'm going on public here, why would we use Delmarva Power when they restrict us to two fixtures that don't suit our needs except from the bridge to federal street.

I still suggest we need to put it out for private bids. Select 3 contractors that have the capabilities and or a normal recognized boring company to work in conjunction with them as a subcontractor and do this installation

Greg: that good info that you shared with the committee. I myself have been in many projects with poly tracer wire, it's a good conduit in a whole for electric lines

That why I said from the get go, we have to choose Delmarva to the electric so they will run everything to the power boxes for this trail there.

Their guidelines if we go with them say you have to use this conduit and you have to have a contractor to bore this conduit and for them to do their work. The reason why I wish to have Delmarva take care of the responsibility because these are a maintenance nightmare, we have several lights in the town that are the town's, not Delmarva, going back many years, there are some on union, in the park, on r-2t 1 and everytime they go out or there is something wrong it doesn't get fixed just like that. Most of your electricians don't carry and keep on stock the stuff to fix these lights. So, you have to get on someone's schedule. I've waited a month and a half for a pole for one that was struck on union. So, the maintenance is an issue and the time it takes to get this and that done. That's why I want Delmarva to do the complete project, so they take the responsibility. I mentioned at the past meeting. If we take responsibility for Little Hill, and Lavinia putting in bollards they will be my responsibility to maintain so I shared my info and thoughts. I can compromise. But you have to keep in mind constantly putting more and more on PW is an issue. Especially with staffing. The cost, it doesn't cost me anything to punch in for Delmarva to come fix a pole. Every now and then I have to call for a status for a pole if something is going on and they didn't email back. There are two options with that. We know Delmarva is going to supply these lights no matter what. They supply the electric. At least 3 town boxes set and then if we choose Delmarva Power we have to get a contractor to lay in what they recommend for the conduit and they come in and set all the poles and then its their responsibility. If we spilt the lights up here and they with lights not from Delmarva Power then we are taking on the complete responsibility from the boxes and the conduit, getting the boring contract to do the work, selecting the lights and purchasing and that will be an extra cost and that will be an extra cost to their residents for forever.

Sam: I have a reply. Because we have segmented that if we have a segment that agrees we should recommend as grandville lights we are adding 5 or 6 whatever the number is, the maintenance responsibility to Delmarva power is almost nothing. It's a big deal for us for a number of reasons. My thought is on one vote. Everything else is up to the committee. No. There are 7 voting members could be 6 for one thing. Its only

relevant if the committee wants Grandville type lights to coincide aesthetically with the town and wants the path to look like the entrance to Wagamons West Shore.

Anybody else have anything on item d. old business?

Miki: Regardless of whatever it is, there is going to be costs for maintenance, costs of time. And so be it, it might cost more but if we provide the kind of things that are going to meet the need and still satisfy a segment of the population their dues, their cost. I don't think we should make a decision on what kind of light because the town doesn't want to pay maintenance.

Sam: We appreciate your opinion.

Greg: I don't understand what you said. From what I gather you don't want to select the light because of the responsibility of the town.

Miki: No I'm saying that we shouldn't be restricted only because that type of lighting is not available from someone. If we want a specific type of lighting that should be part of the budget. It doesn't matter if the town has to pay for it or not.

To say we are restricted to these lights and tough patooties that's what you're going to get because of the maintenance costs then we are back to square one and that's exactly what the council decided.

Greg: No one has restricted anyone. I am giving you my side of the story for a reco on what I have to deal with every day. Easiest for PW is to go with Delmarva power. Do I agree that we need something different form the little hill to Lavinia? Yes.

Do we need to install a huge bulb in that area? No. We need to open our bubble up and discuss the lights that suit that are. But keep in mind the opportunity out there is still Delmarva Power for federal segment and then we take on Little Hill and Lavinia. Just my opinion and recommendation s for all to think about. WE are not limited to three lights. We just need to discuss and talk about them.

Sam: Thank you both. My thought is that nothing is off the table. Everything is on the table. But we are pressed for time and we have to vote on some specific things, and we have voted with good reasons with diligence.

We need to narrow it down for a meaningful recommendation with the backing of the committee. We to narrow the field.

Steve: Our charge is to recommendation to TC?

Sam: Yes

Steve: So, are the chances of it being affected by our selection of Delmarva?

Sam: To me that question is irrelevant because. We are to make a recommendation and we consider whatever we consider. If we recommend something, we think they will reject than that's what we recommend. I don't want to be limited by what we think M&TC will approve.

Greg will say the same things to M&TC that he says to us.

He's a professional her out liason, he's in charge of our PW dept. He has years of experience in Milton, this business and he knows his relationships with contractors, suppliers and Delmarva power. That's a powerful voice and he's part of our committee so we listed to him. At the end of the day, we vote on what we want. And What we will recommend.

Chief: Just want to say something from the outside, not in the being a council person not working for the town. All the council meetings I've been at, the TC takes strong consideration from the committees because they can't sit in all meetings to make decisions. This isn't purposeless. They will place a lot of weight on what we've done here.

Sam: I've been on council for 5-7 years. I probably voted against a committee recommendation at some point, but I don't remember. We look to the committees to do the heavy lifting. When they make a rec, we consider it extremely seriously.

I'm sure there are some that have been rejected. But I don't recall any.

Any other comments or info? The big deal on tonight's agenda. I'm going to make a request for a tabling of item 7c. Reasoning is that we still have insufficient knowledge and potentially no real info only anecdotal. If the Charleston bollards by holophane can't be shielded. So, if I could have a motion to table item?

Greg: Table b & c? Aren't we going to discuss different types?

Sam: I see no reason to table b & c. Just a. Masks must be kept on at all times for use of this facility.

Moving on to 7a.

Miki: Motion to table 7c

Randi: 2nd

Role call vote: 7-0

Sam: We have tabled 7c.

We have this room reserved for next week.

Any motion for the Federal St Segment?

From federal to the east side of the bridge.

610 feet from federal to the trestle bridge.

Did that end at the fence pole?

Greg, right at the trestle.

So, you would take 20' off that.

Sam: So, let's say about 600' of lighting
Can we have a motion for lighting that segment.

Walt: Based on Greg's opinion. I've walked the whole thing. Based on Greg's thoughts tonight and Delmarva Power. On the Federal segment that is Phase 1, that's town lights?

Greg: Yes.

Sam: Phase 1. We are Phase 2 because Phase 1 was Chestnut to Federal. Until tonight I thought those were Delmarva lights.

Greg: Those are ours on phase 1 11' Granville lights.

Walt: are they metered somewhere?

Greg: Yes.

Sam: They are metered at...?

Walt: We have Delmarva provide lighting for Federal Segment. They bill us monthly on these fixtures They would tap into existing wiring that is there to power those fixtures. I'm going to use a round number because there are 300' in Wagamons, there's going to be 3 lights there. That's more than adequate because of what chief said about the residents being receptive to it. That makes it very simple. WE have Delmarva install and maintain those lights.

Sam: Open the floor for a motion.

Greg: If I may add, it would probably be more than 3 lights.

Walt: ok.

Sam: My thought would be 4 lights. 1 at 0, 1 at 600, 1 at 300 1 at 150, 1 at 450

4 would be 0, 600, 200, 400

Chief: Will Delmarva do part of it?

Greg: Yes.

Sam: The only thing we have to do is, conduit and cable.

Greg: They will pull the cable. We would be hiring the contract to do the conduit.

Walt: Will Delmarva provide the wire?

Greg: yes.

Lee: In phase 1 we have 8 lights. What's the distance?

Greg: The total distance?

Lee: I'd like to make it the same distance on the other side so its equal.

Greg: it was over 600.

Sam: Those are on 100' centers

Lee: So, we need 6.
We have a precedent.

Sam: I will opine on that. Whatever detail we leave out will be selected by others.

So, if we want specific number of lights we should agree on that number and include it in our rec. Keeping it at 100' in my opinion, lighting at 100' is overkill.

Having walked it, it is more than enough. One of the reasons no one complained is that its commercial. It provides security for the blockyard and medical facility. Every segment we're talking about has closer ties to residents. On the south side there are 2 homes. 1 west of the waterway, one on Federal St.

Greg: Recommendation. I would install 3 Grandville lights, a 1 20' shoebox light on the bridge. To help cover the bridge area. And help direct the light on the bridge.

Randi: That would shield more of the forest and water?

Greg: This will be all Delmarva Power for Federal Segment

Randi: Are you rec'd that because it's what is available?

Greg: In that area, because I don't believe 11' or 14' will be enough light to help light up the bridge. The shoebox light is a good directional light, getting it up 20' will light just that are of the bridge up. On the other side I would recommend another 20' shoebox on the other end of the bridge. Because that is a potential trip hazard area, fall hazard. Better light that up the better. I would say just 3 lights to stretch over the 100', I believe, and chief can correct me if I'm wrong. That area is lit up a bit already. So, reducing the lights would be fine. Just 3 Grandvilles, 1 shoebox on Federal.

Sam: From a lighting standpoint, it will provide more light in the darkest area. The darkest area is in the canopy of loblolly pines. Especially on the Lavinia side. But I don't like shoebox lights.

Greg: It is better light and will light it up better.

I don't like the cobrahead style of light. On rt 1, major roadways.

Sam: Will the shoebox light be available with a shield in the rear?

The Lewes Library lot and the adjacent lot has shoebox lights, like the picture in here, are not well shielded. Can you get them shielded more deeply on 1 side?

Greg: On the back side of the light? I can check tomorrow.

Miki: We don't need lights in the woods.

Sam: Councilwoman Meredith has specifically asked to shield the wildlife and the water.

Walt: This type of shoebox is available from all mnfrs. To install a cutoff based on your needs. You can restrict the output from all 4 corners.

Sam: Would you amend your motion?

Walt: I amend my motion to 3 Grandvilles and 1 Shoebox between Federal and the trestle [Federal segment] provided by Delmarva Power.

Randi: Second

Miki: How far will the bridge be lighted up from 1 side.

Greg: The only way to get the full length is to attach in the middle of the bridge. Other than that, there is no possibility.

Steve: You vision is a shoebox on each side of the bridge.

Sam: Motion is 3 Grandvilles evenly space and a shoebox as close to the trestle as we can get it. Supplied by Delmarva Power.

Role Call: passes 7-0

Sam: Fantastic. 1/3 of our job is done. Now to the Little Hill. From West Shore Drive down to the closest point of the trestle on the west side.
I will entertain a motion.

Miki: Before we make a motion, can we discuss the types of light.

Sam: Good idea.

Miki: The shoebox at the other end of the bridge. I'm not sure of the distance from this side of the bridge up the hill.

Lee: 176.1 ft.

Miki: Would 1 shoebox be enough for the entrance of the hill and the bridge. Or do we need something else?

Sam: We want the shoebox as close to the bridge as we can get it. There's quite a bit of space from the bridge to the hill. It's among the darkest spots. Especially since there is not light from the corner, no ambient light. Way downhill from the nearest house.

My thought is 1 more Granville at 150' from the shoebox which is as close to the bridge as possible. And not interfere with the structure of the bridge. There are 4 big concrete abutments at the bridge, and I don't think we can be on the rip rap. It needs to be back from there.

If everyone has the picture from Councilwoman Meredith. What we're talking about is the shoebox light on either side of the bridge.

Walt: Thank you Randi. There we go.

Greg: A shoebox on the opposite side of the trestle. I would like to go up just where it splits off and install a Grandville light, then do some more looking and investigating on a proper bollard from that point on. There is a property on each side so I'm trying to take in consideration them, the same consideration as we are in other parts. We need to know a little more info on bollards.

Randi: I have a picture 2 shoebox lights, in between little hill and Lavinia a Grandville.

Sam: The problem is the culvert there and we can't interfere with the drainage. There is a function there.

Randi: We can't?

Sam: We can, but it would require reengineering that drainage.

Greg: That are is 10-15' up the hill on the opposite side [north side]

Sam: It could be further down.

Randi: At the top of the hill where the elbow is. Right in that corner, it would light the little hill and Lavinia.

Sam: the guy who lives on the corner of west shore and the path, we would shield that.

Miki: That would have to be shielded.

Sam: Greg said the Granville can be shielded. We can put that in writing. With a box light at the bridge that will provide quite a bit of light. So if you went up with bollards on the north side and then spotted a Granville halfway and then another at the top.

I think there is at least a bid on the buildable lot that is at the end on the west side. The lot is being shortened for a price to provide a space for potable water. I would like to get to some conclusion on this. If we can't, I would like to consider bollard lighting on little hill, then I think we need to table.

Miki: from the bend to west shore drive. It seems there is probably adequate light from the existing lights.

Lee: No.

Sam: No, I thought there would be adequate light but there is not.

The location of lighting on west shore drive is such that the entrance to this r-to-t is not well lighted by the currently installed lights on w shore drive. The ambient light is fine for a few feet.

Miki: How much light would the Grandville on the corner provide? Where the bend is. Would that provide enough light for the path to the street.

Sam: It's not a proven statement, but I believe that it would. It's only about 100' The problem is the location. We have to be in the easement. Not on their property. And we must shield their property. Greg?

Greg: To answer your question. The Grandville would light the area properly.

Miki: If we put in a box and two Grandvilles. Are we saying the 2 Grandvilles are enough or do we need something in between?

Greg: I was thinking at the hard turn, we could place some bollards. Because that area is pretty dark right there.

Miki: Right there we have a Granville, top of the hill. That should be enough for that stretch. That Granville will provide enough for the little hill.

Greg: If walk up the hill path, you would shield the back property. At the curve there, we should discuss the bollards from that area on. Yes, to West Shore Drive.

A little bit of light comes from west shore drive. We need to consider the adjacent properties.

Miki: The reason I'm asking, is if 2 lights are adequate... then we could get Delmarva to install those. And be in conjunction with the Federal Segment. So, no bollards. Will the the Grandvilles be sufficient?

Greg: No.

Sam: In my view, it would be adequate. In the easement, but essentially in the backyard of the

property facing west shore drive. By eyeball, it will light sufficiently to WS drive. You need a minimum of 1 more Granville. And I think on the other side of the path down the hill. I asked Greg if he's comfortable to go under the path with the conduit. He said it wouldn't be a problem. On the diagram on the "ll" of "Hill"

Miki: So, 3 Grandvilles there, that would be enough for the little hill and the box light. Do we really need something if we have a Grandville at the elbow? It may be sufficient to cover up to w. shore drive. I'm trying to avoid the bollard lighting here so we can use Delmarva. I just want to know, do we really need it in addition to the Grandville.

Greg: I appreciate what you said. But I believe the Grandville at the corner of the little hill, it will be insufficient. So that's why I suggested the bollard.

Miki: I don't want any more than we need.

Lee: If you are coming out of w shore drive to the elbow, if you're on a bike at any speed, it's a very quick turn and I'm afraid someone will hit the fence and go over. I agree with what you said, can we also put reflectors on the fence. To make it more visible. I don't want to add any more lights, but there is a danger that we need to address. I agree with you.

Sam: I see no reason not to put reflectors. As long as they are for safety, specifically bicycles. It is a hazard indicator.

Lee: Whatever we can put onto the wood would be fine. 100% I support it.

Sam: The possibility of tabling this is an option or a vote. Either 2 Grandvilles, 1 shoebox, or 3 Grandvilles and 1 shoebox.

Miki: On the first section we are putting up 3 Grandvilles.

Sam: Less light is needed there because it is very open. On the hill there is forested area.

Steve: Grandville at the bottom, at the bend and halfway in between?

Sam: Yes, I think that's the proposal. In my mind, there are 2 on the north side, 1 on the west side. People who buy the currently vacant property.

Miki: There will be woods between them and the path.

Sam: If we know we can shield them?

Miki: We shield them all. Shield the Grandvilles from all the adjacent properties. How much light does a Granville put out? How far out? How far from the light to west shore?

Sam: Walt or Greg would know. It would probably be enough.

Miki: I think the distance, should be enough from the Granville to halfway to the street. Anyone entering will see.

Sam: In other areas of town the Grandvilles are 300' apart. Where they are 100' apart on phase 1 they overlap so much the whole path is equally lighted.

Miki: that 1 Grandvilles will be sufficient.

Sam: That the one on the west side, 70 back from west shore, in the easement, shielded.

Miki: The other Grandvilles, shielded from the back.

Randi: Is the Granville halfway down the hill, will that make too much light going south into the forest? I just can't picture how much "creep" the light has.

Sam: Some will go into the forest.

Miki: How far will the box light project? We may be able to move that first Grandvilles up a bit and then 2 would be sufficient. Then use just 2 lights.

Chief: Could be substitute the shoebox light to angle straight down and cover the path so it won't bleed into the woods. All the light going down instead of out.

Miki: So, your suggesting the shoebox instead of the Granville.

Chief: Shoebox then Granville, then shoebox then Granville.

Miki: I was saying fewer lights.

Randi: Grandville at the L shoebox on the ll in hill.

Miki: a 20' shoebox is going to be covering a lot.

Chief: Projecting down Lavinia. If you want to continue on ... muffled.

Sam: The residents were so dead set against the shoebox light during the surveys from Mr. Turci. I am in favor of two shoeboxes and no more. The rest can be done with Grandvilles or some type of bollard.

I think we can do this with 3 Grandvilles. By my own eyes, I think that we should limit the shoeboxes. Its to be sensitive. If we come back with a bunch of shoeboxes, they'll say what did we need you for. That's an opinion.

Randi: Is the opposition to the shoebox the height, directionality or just the name?

Miki: All of the above.

Randi: Because of the height?

Miki: You're lighting up everyone's yard.

Randi: But isn't that what the Granville does?

Miki: Lower light, not as intense, doesn't cover as much ground. The Grandville lights are not going to interfere as much. The neighbors there are going to see the light.

Sam: There are lots of Grandvilles around town here these lights shine on property, in windows. On my block there are, in an easement in my neighbor's lawn

Miki: Most of the bedrooms are on the back of the house. Lighted streets are ok. Fair dues to light the front of the house for the traffic. But now you're lighting my backyard and that's a different story. Minimizing the lights back there is the least we can do.

Sam: My thought is 3 Grandvilles on the little hill is sufficient. With the box light at the bridge. I'm not going to make a motion. We can table this to see about bollards as Greg suggested for the little hill. We've done a great job at segmenting and saving the harder segment until we get more diligence on low lighting. We've been calling them bollards, but it may not end up a bollard.

Miki: Should we refer to them as low-lighting?

Sam: I don't want to leave the diligence up to anyone other than this committee. If we can't meet the deadline, we ask for more time. We're doing an excellent job. We're not quite there on the little hill. We have some thoughts about bollards, shoeboxes, and thoughts about Grandvilles. My other thought on Grandvilles is more aesthetic. Aesthetically it will look more like the rest of town. This is the entry. The box lights only for the bridge. It looks like the rest of town to get you in and out of Wagamon's West Shore.

Lee: In summary, what I'm hearing is, as close as possible to the bridge a shoebox. Toward the little hill there will be 3 Grandvilles on the north side, almost

equidistant. The first will be at the crook of the Y. One centered on the hill, and 1 at the elbow at the top. Is that fair?

Sam: Only if we agree. That could be one proposal. The middle one would be on the north side.

Muffled.

Sam: the problem with further down the hill is... Sam describes the drawing. With 3 Grandvilles.

Steve: The entrance to the trail, should this have a Granville? We wouldn't need any bollards. It would be a nice indicator of the trail entrance.

Randi: I would like to look at the trail again with this idea in my head.

Miki: I would like a measurement from the elbow to the y. and see the distance.

Miki: Motion to table the Little Hill for more information.

Steve: Second

Sam: Any questions or discussion?

Greg: You have the info on the Grandville, is there any other info you need.

Randi: What is the circumference of the light?

Greg: 80-100 feet

Randi: What is the circumference on the box light?

Greg: 120'
I will get the measurement Miki asked for from West shore drive to the elbow, and the elbow to the y.

Miki: Thank you.

Sam: As far as you know there will be no trouble boring under the path?

Greg: WE have an extra easement there as you know. At least 20'. Our easement from West Shore to the top of little hill is 15-20'

Sam: Some other things to consider is a light at the entrance of light. Possibility of a Granville on the west side 75-100' from w shore. Two potential location along the hill. On the t' and on the ll. And the possibility of low-level lighting.

Motion and second, and further discussion?

Randi: Would the reflectors on the fence be part of the lighting plan?

Sam: Yes. If we decide to put it out.

Lee: I'll just do it.

Sam: I don't want to play games with terminology.

Greg: Reflectors are not light.

Muffled.

Sam: Role call vote
7-0

Sam: Entertain what I will do for the next agenda. Put on something in old business. Discussion of points left open during this meeting. Then we'll get to it in old business, recommendations for little hill and Lavinia segments.

It will be a shorter agenda but packed with decisions. We're making excellent progress. And the tenor is still there. We're hanging in there even with deep convictions. We're making compromises.

Miki: More info on low-level lighting

Sam: This guy from holophane comes through. Walt are you familiar with holophane?

Walt: Yes.

Sam: Are they well-regarded?

Walt: Yes. Lot so gov lighting.

Sam: and they've done lighting here in Milton. The sales rep I contacted on a cold-call, knows Greg, her knows Kristy rogers. It's not an unknown entity in Milton.

I will do some more due diligence. Anyone else should feel free to do the same. Take the initiative.

Walt sent in the Lewes library lighting. Everyone has seen it. I'm headed there after this meeting to see if they are on.

Walt: They may be shut off because the library is closed.

Lee: Can we call them and ask to turn the lights on? It would take 5 minutes.

Sam: I cannot conduct a meeting in Lewes. So, the ad hoc cannot meet in Lewes to see the lights.

Lee: I'm just saying ask and we all drive by.

Miki: Doesn't have to be a separate topic. Discuss the possibility of shutting the lights off for certain hours.

Sam: I am open to that. Some members are not

Miki: I think we should discuss it.

Sam: It is not off the table.

There are strong feelings about timers. There is the pressure of starting this committee so late. Our time is restricted. I know timers exist, so no diligence is needed on timers. We didn't vote on timers and I don't want on those segments that we voted on.

Greg: If we're going to put timers on a path that is open 24/7, there is not point to any lights. I'd be more interested in having them on by sensor and off by sensor.

Miki: We should discuss all those possibilities.

Sam: It's our committee, so I'm the chair, and I say its wide open. The days are not wide open. I'm going to schedule another meeting for the following Wednesday. 12/23. Getting very close to xmas. Christmas eve eve.

Muffled

Miki: When do we have to report to the committee?

Walt: Jan 4.

Miki: If we need another meeting, can we ask for an extension?

Sam: I would say yes. The resolution says by Jan 4th.

Miki: All they can say is no.

Sam: It would probably require an extra meeting of M&TC.

Greg: The committee expires until Jan 31. So, if we didn't reach a decision or if the M&TC come back.

Sam: We've already agreed on a draft. I'll write it up for the next meeting. We can tweak the language at the next meeting. We need to work hard on the two pieces that we have open.

Sam: I'll entertain a motion to adjourn.

Miki: Is the week of the 30th out of the question?

Sam: From the 29th on... My family tradition is to go to Vermont for new year's. If my wife says we are going, I won't have a choice, we are going. Councilwoman Meredith can run the meeting in my absence. I nominate Councilwoman Meredith Vice Chair.

Randi: I accept.

Miki: I don't think 1 week will impact critically, the council.

Sam: If we're not ready...

Chief: We have to schedule ahead; we can just cancel it if we don't need it.

Sam: Let's say I'll try to schedule this place for 11/23. Is that alright with everybody?

Lee: After the 14th meetings are limited by new COVID restrictions.

Sam: I think it is a recommendation. I think the limit is 10.

Greg: We have to check.

Sam: The only way we can do it is video conference.

Randi: I like those.

Sam: I don't like those.

Muffled.

Miki: I got some info form a neighbor; do I need to make those part of the record.

We don't need to read them aloud, but I can make them part of the record.

Miki: I move to make the letters from residents as part of the record of these meetings.

Randi: Second

Sam: Motion and second
7-0

Greg: Just to clarify, these are the questions?

Sam: It was an email I forwarded.

Miki: Do we have any public comments from our listeners?

Greg reading virtual comments:

Bob Byorick: Isn't the maintenance of Delmarva = to \$500/ month or \$6000.

Sam: But that's all the lights in town?
So they won't raise by a large increment.

Roy: Lavinia needs no lights, stop at the bridge, the people of Wagamons voted overwhelmingly for not lights. Why are n't you listening? It's a daytime path not a 24hr path. Dusk to dawn prohibited.

Greg responded the committee is to recommend a lighting plan on the completed trails.

Roy: Consider for 7c. No dusk to dawn use.

Greg: the path is open 24/7.

Roy: Please consider same.

Greg: We are only to discuss the lights and style of lights.

Roy: Same but for a future agenda item. This will avoid invasion of privacy. Values of property will go down.

Bob Byorick: For Lavinia Likes the recommendation of box with bollards. Can there be rails lights across the trestle?

Greg: Per DelDOT, even though the town takes responsibility for the trail, the town takes no responsibility for the trestle bridge, that remains with DelDOT. They say nothing can be attached to the trestle.

Bob: Shoebox and Granville are not wanted on Lavinia Segment.

Greg: That's it.

Sam: I'll bring an answer to each question for ratification, or even just justification. We discussed openly the lights should be on the north side.

Miki: A lot of these questions will be answered when we discuss Lavinia.

Randi: Motion to Adjourn
7-0

Respectfully submitted on 12/22/2020,
CouncilWoman Randi Meredith
Secretary of the Rails-To-Trails Ad hoc Committee

Call to Order:

The meeting was called to order in the Cannery Village Rec Center at 6:30 PM on December 16, 2020 by Councilman Sam Garde

Role call:

Councilman James "Sam" Garde, present
Councilwoman Randi Meredith, present
Lee Revis-Plank, present, virtual
Walter Tydings, present
Miki Mathe, present
Steve Callahan, present
Chief Harvey, present
Greg Wingo, present

These minutes shall be the final minutes when approved by the Ad hoc committee. The discussion was recorded, then transcribed by Councilwoman Meredith. The recording is available in Town Hall. Additional documents were handed out or emailed to members of the committee.

Sam: Any additions or corrections to the agenda?
Delete the minutes of December 8
Entertain a motion to approve the agenda.

Randi: Motion to approve the amended agenda.

Walt: Second
7-0

Sam: Any comments on the minutes of 11/30 and 12/3?

I have a handful of comments, I will give them to the secretary. With a thank you to the secretary for preparing the minutes. The detail is excellent. Anyone who reads these will know the committee delved into things.

Miki: Question on outdoor lighting...

Sam: Old business Any new discussion on approaches? I'll give it to you on b.
Any thoughts on the mission in the resolution. If not, I'll go to b. Reports from members on due diligence.

Miki: I went to the library in Lewes, that looked pretty good. But it wasn't on.
I was looking for the lighted portion of r-to-t in Lewes. The only portion that is lighted is the parking lot lights that happen to light the trail.

Sam: If I led you to believe otherwise, I apologize. The newest section has no specific lighting but the is light on the trail from adjacent properties. PW center, the tower, other lighting lights the trail.

Miki: Therese a section of trail behind houses like our trail.

Sam: It is not specifically like our trail.

Miki: Right, it's not specifically like our trail, but the was ambient light to see down the trail to walk.

Sam: Much more light; from the library to the canal.

Miki: Question: Outdoor lighting process for Milton rails-to-trails.

Theres a cost on page 1, \$21.81 is that the cost of 1 pole with the light? Or the head of the lights

Walt: That's the cost per month, maintenance and usage.

Miki: Whats the cost of the Granville.

Sam: I think that was passed out.

Greg: Our cost?

Miki: How much does it cost?

Greg: \$21/\$22.

Miki: What is the cost of the light, not maintenance?

Greg: Around \$80,000.

Miki: I just didn't know what this was.

Sam: Greg did this research, and it was presented in writing.

Anyone else.

Randi: I did some research on bollards. They are called Veelights. But they were only available in Ireland and the UK. So, I emailed them to see if they were available in the US. They connected me with a manufacturer in Colorado, and connected me with a guy name Mike. They come in 3 heights, 36" 47.25" and 60".

So, I gave Mike some info about our trail, the length, I told him it was 12' wide but it's actually 10' wide (confirmed with Greg). He replied with a drawing that shows how the light would project down and across the trail and along the path using the Kassio 1200.

Sam: That's in tonight's handout.

Randi: Yes, I emailed it.

Greg: I didn't copy the email. I printed the spec sheets.

Randi: He recommended 65 bollards at 38' apart on one side of the trail. We could use fewer if they were staggered on both sides of the trail. We could change how much light each bollard puts out to reduce the number of fixtures needed, but that would mean they would be brighter which is less preferrable.

Miki: I don't believe we need the lights to overlap. I looked at the Phase I tonight, that's brighter than any runway. Way too much light.

Sam: Phase 1? Yes, I said that as well.

Miki: WE just need to... IF you look at lighting throughout Milton and W Shore Drive. There are big lighted areas and enough ambient light.

Sam: We haven't voted on spacing. But the way, Greg and I suggested spotting the lights. We've only approved 4 lights on one segment and in the draft recommendation there is the summary of Greg's diagram, 1st Granville 150' from the last one in phase 1. They are on 100' centers. Our first one won't be right on federal st. 150', then 176', then 150' to the bridge light. That hasn't been voted on, location. Number is approved. Three Grandville and 1 box. I emailed the draft recommendation. Shows the location, HPS, shoebox should have additional shielding.

Lee: I walked the trail twice, and I think the spacing recommend is perfect. I move that we approve section 1 [Federal Segment] as recommended.

Greg: Real quick, you're voting now on the location?

Sam: Yes.
Its in the draft memo.

Randi: The Federal Segment?

Sam: Yes, we have a motion and a second.

Miki: I don't want to rehash. I'm still concerned it's too much light. 3 would be better than 4.

Sam: We already voted on the number of lights. We didn't vote on spotting. Any other discussion? The motion is to approve the specific recommendation of the Federal Segment as drafted in the draft memo.

7-0
Motion approved.

Sam: Excellent. Now... I have under old business discussion on remaining trail segments. Partially did 7a. So 7b.

Miki: 7a, I still want to talk about the lighting. Sorry, nevermind. Foggy glasses.

Sam: You see this on the next agenda. Light for Little Hill.

A suggestion has been made, but me and Greg. It's not gospel, hasn't been voted on. A suggestion to discuss. Hopefully a vote can be taken.

Miki: I saw the spacing stakes. It seems like there is a railing off the bridge and that goes to the y and I thought that was where the box light would be. I saw those stakes, and I maintain that we don't need the middle one. There will be sufficient light with the Grandville at the top and bottom. I stopped there tonight and turned off my lights. Dark, cloudy rainy. Without lights on you can see the trail. So, when you have the light in the back, it should be sufficient. I propose we only use 2 Grandvilles. I don't believe you need a light in the middle.

Sam: the reason for this, is a difference of opinion on the amount of ambient light. And because the trail has two curves. Its particularly dark due to canopy. So respectfully, I'm willing to compromise. The reason we put one across the street on West Shore Drive was because the entrance is pretty dark, there is ambient light there.

Miki: The lights throughout Wagamons are far apart, when you're walking at night you can't see as far at night as during the daytime.. there is sufficient light there to see the trail and any objects. If you put another light there, you are disrupting the community. I believe the light at the top and the bottom should give you ample lights where the curves are, and you'll have ambient light from the shoebox.

Sam: You would have a total of 3 lights.

Randi: Which are you proposing taking out?

Greg: Miki is proposing taking out 7 and 9. [from Greg's drawing].

Sam: The reason is the 2nd shoebox light is part of Little Hill proposal.

Miki: Oh ok, I understand.

Steve: You are saying 7 and 9.

Miki: I'm saying 7 & 9 are not necessary.

Steve: As this is laid out, I am in favor of 7. That part is very dark, you need more than ambient light. Why is 9 across from the trail.

Greg: Back to 7 that's the darkest part of the trail. 270-280' apart will not be enough light. The reason for 9 is to light the entrance light for the trail. We won't put in another light to back in the corner for number 8. It's not lit up great. So that's why we were proposing that light on the roadway.

On the trail side you have a house 30' off the trail. And on the other side, a house is going to be built. So we thought that would be the best to light the trail and get to number 8.

Sam: We're talking about 5-9. I think the 9th one, I like it, and we're allowed to do that. Naturally we would shield the house. Number 8 would have shielding or partial shielding for the homes.

Lee: The last one on W Shore drive, the position is between 2 houses and neither will be negatively affected. I like the proposal just the way it is.

Walt: I walked it day and night. I was surprised when walking back to the fence line, there is existing light on 1 house 150' from the entrance to trail, 70' away on the same side, but they don't provide enough light. I made my observation of #8 light. It's easier to put it at the trail entrance, but it's too much light for the 3 homes there. Where 9 is, back to the house behind it, is furthest from the street, it can be shielded. Looking back up from 8 it's dark.

Sam: That was my feeling when walking at night, there's no way to visualize it. The entrance by itself, Miki will disagree with me, I think we need more light at the entrance. I thought across the street, is a creative solution as opposed to on the trail. I think we can make that recommendation and it is achievable recommendation. And our PW supervisor says it can be done.

Greg: that's correct.

Miki: I just want to make sure the trail isn't significantly brighter than the streets or you're going to have a lot of upset folks.

Sam: The only place it may be a bit brighter, by a physical examination as opposed to a designed or engineered examination is right at the bridge because of the box lights. Which is why we stated, at least on one end of the bridge, that the backside of the box light be shielded. Which will help the residents in the dark, and residents in houses and the furry and flying creatures in the forest.

Miki: I think all those should be shielded on the house sides.

Sam: I'd like to continue the conversation.

Steve: I like this recommendation

Chief: I have nothing to add.

Sam: you are allowed to vote against. Vote your conscience.

Miki: I just don't want that trail lighted up like that section. If you walk at night, it's going to be dark. It's overkill.

Sam: This is my judgment, it's not an absolute.

Miki: I believe there would be enough light with fewer fixtures.

Greg: It's over 200'

Sam: They are actually very far apart. 160' from the box light, this is 1.6x farther apart than on phase 1. The next is 136' between 6 & 7. What's the distance from 7 & 8?

Greg: 136'

Sam: so were on 136' center instead of 100' like on phase 1.

Can I have a motion for a plan to submit.

Miki: Break it into two motions. First do we want lights, second what lights. I make a motion to light the Little Hill.

Walt: Second

Sam: any discussion?

7-0 Motion passes

Randi: Motion to place the lights as recommended by Greg's drawing.

Second.

Sam: Any questions?

Randi: Do we have to specify the shielding now?

Sam: Yes.

Randi: I amend my motion to include shielding of the box light on the north side and the Grandvilles on the residential side.

Sam: We have an amended motion and second. Place the lights per Greg's drawing with shielding of the box light on the north side and the Grandvilles on the residential side.

Role Call Vote:

Miki: Pass
Walt: yes
Randi: Yes

Harvey yes
Steve yes
Lee yes
Sam yes
Miki yes

Sam: I want to take one more motion on this for the type of light.
Some form of LED lighting or HPS.
The reason for HPS in the Federal Segment is to keep it in line with the rest of town.

Walt: Do the shoebox come in HPS?

Greg: Yes

Walt: You don't want to mix LED with HPS.

Sam: In Grandvilles the only LED that might be acceptable is the 2400k. It is more subdued but it's not near as far as the HPS. HPS is the rest of town. From an aesthetic standpoint is best for Grandvilles.

Randi: Greg, aren't there lights in town that have LEDs?

Greg: There's only one street-side by memorial park.

Randi: Is that the plan going forward to switch over to LEDs?

Greg: You have to request that from Delmarva Power for the lights they own. But on some changeouts there is an associated cost.

Sam: Having 1-2 LEDs doesn't make a lot of sense to this member of the community.

Walt: My concern is the transition from HPS to LED is not a good thing. You need time for your eyes to adjust.

Sam: We already voted to recommend HPS on the Federal Segment.

Greg: I think we should be consistent with that.

Sam: I think we should have a motion for HPS.

Randi: Motion to use HPS on the Little Hill.
Second.

Sam: Any questions?

Role Call Vote:
7-0

Sam: Another unanimous decision.
Now to Lavinia Segment

Miki: I recommend we do not put lights on that segment. That segment goes nowhere. It's used extensively during the day. I knew there would be a trail there. I insisted to my wife that if we couldn't get a lot adjacent to the trail, we were going to buy one there. I didn't know about the light. I don't think there is a sufficient number of people to justify putting lights there.

99.9% of the time there will be no one on that trail.
[exaggeration]

WE just voted for lights on two segments with light, they can walk into and out of town, that is a purpose. There is no reason to light that section of the trail for recreation. I don't believe the town should spend the money to provide for a very small segment of the population for recreation.

Lee: I respectfully disagree for two purposes. The first is town-wide safety. Our chief has expressed the desire to have lighting there for the safety of the community. Second, I don't think that taking a walk at night is purely for recreational. It is health related and a number of people would use the trail if it were at least dimly lit. It doesn't need to be as lit as openly as the other segments. We should at least be able to see our feet while we are walking.

Sam: Thank you, Lee.

Walt: One important observation. Randi, I do appreciate the due diligence you've done, all this research. Sam and I discussed different types and styles of bollards.

It's been my contention all along that if we light this segment of the trail, it should be with bollard lighting. Directed away from property owners. Delmarva Power with not provide or install bollard lighting. Bollards would be installed by a public bid. If we can't agree that is should go out for bid, to be installed and maintained. Delmarva will not install this.

Sam: Thank you for the clarification. Agree that if we light it, it should be low-level that lights only the trail. Every effort to prevent light going backward and upward. We don't want to shine lights in their homes. We have options for the lighting the trail and not lighting backyards. We haven't pursued them all, but I have found 3-4 manufacturers. But my thought was, only 2 of them don't provide shields. There are some like Councilwoman Meredith found are the ones that shine down. The shining down ones they have them on both sides. The light about 15-20 feet, so that type of lights would require a greater number on our path.

Randi: What I don't like about the Holophane bollards is the light is just pointing out and that is uncomfortable for my eyes. I would prefer the are directed at the ground.

Walt: Our charge is to pick out the type of lighting not the manufacturer.
We should recommend a bollard style light.
#1 We're going to light Lavnina
#2 its bollards

Then the type and style would be chosen at a different time.

Sam: The more specific this committee gets, then it takes it out of the hands of others. If our recommendation is accepted, then someone else does the due diligence. Leave it up to PW or someone else to select the type of bollard.
The more specific we get it takes the heavy lifting off others.

Walt: One of the residents of Wagamons, an electrical engineer, he said the process should be
We want lighting
Bollard style
Then put it in the package that they bring in a lighting engineer to find the lighting that fits our needs.
Let them come back. Like Randi has done.
We let them do the work.

Sam: If we do our job, we will have made it specific enough there will be little doubt about what we want.

Greg: We have until June 1 to have this completed and paid for. If its not, we will lose the money.

Randi: did you say completed?

Greg: Yes.

Walt: Completed? Not under contract?

Greg: Completed I have the paperwork. I had a conversation with Mrs. Rogers. It says June 1 it must be completed and paid for.
If I could add, originally, we were talking about shoebox lights for the complete light.
This Kassio light is a good light and its directional.
My recommendation is to go with a bollard light style like this. We don't have to worry about shielding or directing it.
We just have to come up with a number of lights.
I would not recommend 60 lights. Maybe space them out more, stretch it a bit more. But this is the kind of light we should get.

Miki: What's the height?

Greg: There are 3 heights. I recommend the tallest, 59"

Sam: I don't think we need it that high.

Greg: To stretch the lights out, the height will help.

We don't need as many lights as was suggested.

Sam: 60 lights on the trail, so they would go down significantly.

Greg: Comparing the Holophane to the Kassio, it's a directional light, and that's what we're looking for.

Steve: What height are the diagrams for?

Randi: That's for the Kassio 1200 lights. The med height
He said we could increase the number of LEDs per bollard for up to 3x as much light, and that would decrease the number of bollards needed overall down to 45.

Miki: How bright is that?

Sam: we would have to set the temp and wattage of the LED. The temp should be as low, the lower the temp the more orange the light. It makes a type of light that's not like new 2021 headlights on cars. It won't be a blue-white.

Steve: I think it makes sense to have more light with a lower output.

Walt: Who would provide this?

Sam: A contractor. We spec the lights closely enough to direct the contractor. We could put the Kassio in the spec and bid it among electrical contractors, that would be our procurement procedure.

Steve: Is this style of bollard have ... *muffled*.

Walt: Different manufacturers make similar lights to it.

Steve: *muffled*

Walt: Would it be possible to have Delmarva Power to do their section and another contractor come in from the other side so it's all done at once.

Greg: We would have a contractor come in and do all the boring for conduit for all three segments. DP would do their thing on two segments. And on Lavinia DP would drop in the electrical box. And then the contractor would tie in everything and install the bollards. All in one contract. It wouldn't be split up.

Walt: I recommend 60' between bollards to stretch it out.

Sam: we can specify that.
We can use ASHTO? There are specifications for lighting bike trails, and they specify how much light per square meter... We can specify every 50', 30' or we can leave it up to them to specify adequate lighting.

Walt: Manufacturer specs will be the way to do it.

Chief: They are selling stuff, so they want to spec more.

Sam: We could say, no less than x number of feet between. Then it can be greater but not less.

Miki: The more we give them, the better.

Walt: when this is out for public bid, we can say similar or equal to. For government lighting we cannot call for a specific manufacturer.
We can say similar or equal to.

Sam: The minutes of 11/30 say that I said June 30, that is incorrect. It says June 1. Greg, I thought it was all the money committed.

Greg: The convo I had with Mrs. Rogers today. She said it must be completed and paid for by June 1. We have very little time.

Randi: Is it possible?

Greg: Yes, we just have to keep moving forward. I recommend the Kassio bollard, and stretch the light spacing. If they say 38' center I want to push for 60' centers. Then we won't need so many bollards.

Walt: Let's hire an independent lighting engineer. Let them make the specification including the type of fixture. *Muffled*

Sam: If we don't specify a specific bollard, we need to include enough technical data.

Greg: Before you put it out for bid you have to specify exactly what you're looking for. Saying a direction bollard light, you can't do that. You need to specify exactly what you're looking for so they can get their bid in to you.
Spec the distance, 50-60' feet. To light the trail, not affect the homes. And the I think the 59' height is ideal.

Sam: 59" is too tall.

Steve: Is it realistic to put it out for bid and get it done by June 1?

Greg: M&TC votes Jan 4. We can have the packet out 2/1. 1 month for bids to come out. M&TC approve it. It will take maybe 4-6 weeks to complete it. They have conduit, the lights would be the only thing, if it gets backordered. It could be noted in the spec book, "project must be completed by".

Walt: It doesn't sound right. Can you clarify with Kristy? DelDOT pout the grants out.

Greg: That wasn't part of this grant money.

Sam: There is a grant, and the grant document has a deadline date of June 1. I don't have it with me.

Randi: The timeline on everything is adjusted due to the pandemic.

Sam: We may be able to ask for an extension, but that shouldn't be part of our decision.
Thanks for bringing that up.

Miki: Yes, thanks Randi.

Muffled

Walt: The timing is critical to what we do here. Greg says it can be done.

Muffled. Sam reading the contract.

Randi: What does that mean?

Sam: It means we have to be done.

Miki: I make a motion that the Lavinia Segment not be lighted.

Sam: Do I hear a second?
Is there a second to the motion to have no lights?

Walt: Can we say no lights?

Sam: We have the ability to recommend that. I think it will be rejected. The TC believe the charter is to customize lighting for phase 2 such that it makes a compromise with what was done before.
Without a second the motion dies.

Miki: Fair dues.

Sam: I will entertain a motion to light the Lavinia Segment.

Miki: Let's see if we can nail it down.

Sam: I have this room reserved for the 23rd.

Miki: I think we can come to a decision.

Sam: Walt, how should we proceed, as a professional?

Walt: We discussed a lot, I still have way too many questions.
We need to specify that only bollards be used, directional.
This is a revelation to me that Delmarva doesn't do the conduit.
I'd like to split it up....

We can suggest the Kassio light, specify the spacing, 50-75 feet, I'm guessing. I still feel it's to the benefit of the town to bid out the type of lighting.

Sam: We have a town engineer. WE have an open contract. They have to get involved anyway. The generally put forward a draft that gets commented on by town hall, PW. The same as other engineering projects. Pennoni puts together the tech specs. Would you like to clarify that Greg?

Greg: Pennoni will put together a bid packet, we'll review and comment. Then it goes out for bid. I want to stress I really like the Kassio Light, there are other cos out there that make a similar light.

Sam: The other companies weren't robust enough. They look like personal path walkways for a home. Just not rugged enough. The Kassio looks like it is strong.

Miki: Let's make a list of attributes of the directional bollard that we like. No taller than 48"

Lee: About 50' apart.

Walt: Time is of the essence.

Sam: Lowest LED temperature. No higher than 2700k.

Randi: If the lights have more LEDs then we could use fewer fixtures. That would not be my preference, but that is a possibility.

Sam: The bright/bluer will make people hate them. Closest to orange as we can get them the better. 2700k. Grandvilles have 2400k, much closer to HPS.

Walt: The minimum of an LED is 2700k up to 6000k.

Sam: we want the lowest. Holophane sent us a 2700k.

Walt: Kassio is a 3000k. Not much of a difference from the 2700k.

Sam: Preferred temperature.

Walt: Lights efficiency is not affected by... *muffled*.

Miki: I would like a timer switch to turn them off at 10 or 11pm.

Sam: A time to come on at dusk. There are people that use the trail at before or after breakfast. People come out after work.

Miki: The lights come on at dusk.

Sam: Photosensitive to come on and off at dusk.

Miki: Switches to turn them off at night.

Greg: For safety purposes we will keep them on.

Chief: It's for safety of the...

Miki: *Interrupts the Chief with a raised tone;* Excuse me, I'm sorry, but that trail has been open for over a year, and there hasn't been a single safety incident. If you put lights there, it will attract people. How often will you patrol that area? 2, 3, 4am? If you're not... *muffled*.

Chief: That all sounds good, but the Memorial Park is closed after dark. We still have lights there keep people out. It's still a little problem but not as much. If one of your neighbors is outside walking a dog while someone is getting... vandalized, they have a chance of viewing and can potentially be a witness.

Muffled. But I, Randi, think I heard Miki agreeing with the Chief's point.

Lee: Lit from Dusk to Dawn. Consistent with other areas that are lit in town. We have tried our best to compromise with a directional bollard, and that's the best we can do.

Steve: Motion to light trail from Dusk to Dawn.
Second Randi

Sam: Any discussion?

Miki: There's not enough people out there, part of the backyards are going to be lit up. You'll have lights on just in case someone takes a pleasure walk. I don't believe it's a safety issue because Lavinia doesn't have as safety issue.

Motion Carried: 6-1

Miki: No

Sam: Now with respect to bollard lights:
Directional bollards shielded complete from the back.

Randi: Shielded from the top too.

Sam: Ok. Yes.
50' apart unless required for some other specification.
Lowest level light, prefer 2700k
Photosensitive, dusk to dawn
Similar or equal to Kassio 1200

Steve: Specify the height of the bollard.

Randi: What color would the bollard be?
All colors in the RAL book are available.

Sam: Consistent with the town. They are black.

Steve: Is the Kassio a product of Ragni-Lighting?

Randi: Yes.

Miki: The light should cover only the path.

Walt: That's why this light is ideal.

Miki: Not straight down.

Lee: Is this the bent pole?

Randi: No. The pole is straight, but the light is angled.

Discussion of Kassio charts.

Walt: 3000k is still very warm. Its close enough to the HPS. The CRI

Miki: What is CRI?

Walt: Color Rendering Index. The eyes ability to differentiate different colors.

Sam: Greg, talk about the height.

Greg: The taller bollard would reduce the number of fixtures farther apart.

Sam: 4' is enough that has to do with the residents.

Miki: 4' so you don't have to look directly into the light.

Sam: the brightness is the color and wattage.

Walt: the wattage.

Sam: Do we need 70-100 watts?

Walt: 36watt LED is equivalent to 150watts.

Greg: They have 4000.

Sam: As long as its not bright white.

Walt: They offer and 8-LED and 16-LED array. The internal operating voltage.

Walt and Sam back and forth over each other about wattage, milliamps, and other technical specs of the Kassio 1200.

Walt: This is available in an 8 or 16 LED array. Strictly a choice.

Sam: What does number of LEDs mean?

Walt: Lighting arrays are the number of individual LEDs in there. You can choose 8 or 16.

Sam: So, 8 or 16? You're the professional.

Walt: Fewer fixtures needed with the 16 LEDs.

Sam: I would prefer the 8 LED

Greg: I would prefer the 16 LED

Sam: I would prefer more fixtures with a lower level of light output.

Greg: Repeat that.

Sam: **Sam:** I would prefer more fixtures with a lower level of light output over fewer poles with more light. It will be more intense with 16. I would prefer less intense with more poles.

Miki: I agree. Does 8 make it spread further?

Randi: It's like how my flashlight has a low setting and a high setting. It doesn't change the shape, its just more intense.

Walt: Yes.

On the reps recs from Randi, they are showing 8 LEDs in the 1200 series.

You can stretch this to 50' with the 8 LEDs.

Sam: Similar to Kassio 1200 with 8 LED array and 3000k maximum.

Miki: Specify that the lights go on the North side?

Sam & Walt: Yes.

Sam: Facing the trail.

Lee: Sam can you summarize?

Sam: Yes.

- Directional bollard
- Shielded back and top
- Angled lights to cover the trail
- Min 50' apart
- Lowest temp available prefer no higher than 2700k
- Photosensitive dusk to dawn
- Similar or equal to Kassio 1200
- 8 LED array
- 3000k or less
- Black
- North side of trail
- Facing Trail
- No higher than 48"

Do we want to specify wattage?

Walt: Yes, if we specify the Kassio its already covered.

Sam: Are we smart enough to specify the 350miliamps or 800miliamps. Does that sound right to you?

Sam: An 8 LED arrangement, approx. 14.5 watts. We can probably have a virtual meeting for our next meeting. We will discuss the document for M&TC. We already approve the Federal draft. I'll get it out quickly.
Walt, we are looking to you to ensure we covered it properly.

Randi: Can our recommendation have a drawing in it?

Sam: Yes, sure.

Miki: What words to convey that it goes out to bid, etc.

Sam: I will do that to comply with municipal procurement procedures.
Greg has the experience with this type of project.

Greg: It can be done. After the Jan 4 vote, we'll go for them. Design a spec book and put it out. Everything we've discussed will be in the spec book.

Sam: Can we spec local contractors?

Greg: No, you can't say local.

Sam: So just say comply with town procurement procedures. They know what to do.

Miki: I don't know what to put down as a motion.

Sam: I'll try to be a little more organized.
Chairman don't make motions.

I will entertain a motion to recommend to M&TC that Lavinia segment be lighted with:

- Directional bollard
- Shielded back and top
- Lights angled to direct light toward the trail
- Min 50' apart unless required otherwise
- LED with lowest temp available, prefer no higher than 2700k, as close to HPS as possible
- Photosensitive on from dusk to dawn
- Similar or equal to Kassio 1200
- 8 LED array
- 14.5 watts
- 3000k or less
- Black fixture
- North side of trail
- Facing Trail
- No higher than 48"

Greg: Correction. Lights should be directed toward the trail.

Randi: Black or Brown fixtures? I prefer the bronze. It would be less visible in the forest setting.

Sam: I prefer the black to match the town.

Miki: So moved.

Walt: Second

Sam: Questions or discussion?

I have to write this up. I can clarify this. You need to have a chance to see the draft. I will have it to you before the next meeting on 12/23. Should be 10-15mins. We have to vote on a document. We can do it remotely. It needs to be an open meeting. With dial-in.

Miki: Can we vote by email?

Sam: No.

Role call vote:

7-0

Sam: Thank you all very much. We have had disagreements, but they have not been disagreeable. I hope everyone feels they've had their say. I am pleased.
Councilwoman Meredith has some minutes to do.

Sam: One of the rules of FOIA is the need for transparency, everyone needs to have the opportunity to attend.

If I send an email out, you cannot reply all. That would become a meeting and we can't have a private meeting. You cannot Reply-all.

Its normal to want to include everyone. But it's not allowed.

Greg knows.

Request for agenda items.

I intend for one agenda item to recommend to M&TC.

Randi: And the minutes.

Sam: Oh, yes.

Any comments from the public?

Greg: No comments on the lights.

Bob: Who will address the flooding on the Lavinia end of the trail?

Greg: That doesn't pertain to this committee.

Sam: Agree. That should be brought to the town manager.

Miki: Does the flooding affect the electrical conduit?

Greg: That area can have the conduit run on the other side and run stringers to the fixtures.

Flooding is because of the rain. There is a drainage area there.

Sam: It's not that deep. That's what the drainage system was designed for.

Miki: It is that deep.

Sam: That is not the business of this committee.

Muffled

Sam: Two agenda items for next meeting.
I'll find out if we can do a virtual meeting.

Discussion on meeting time.

Randi: We didn't vote on the minutes, did we?

Sam: We did.

Randi: o...k...

Motion to Adjourn
7-0

Respectfully submitted on 12/22/2020,
Councilwoman Randi Meredith
Secretary of the Rails-To-Trails Ad hoc Committee

Town of Milton

115 Federal St
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

December 28, 2020

To: Mayor and Town Council
From: Kristy Rogers, Town Manager
Re: December Monthly Report



To follow is a summary of administrative highlights:

- Completed FY2020 Audit.
- Posted Referendum and Annual Election Notices (including notification to the State Election Commissioner).
- Drafted Water System Improvements Referendum legal notices and informational mailer. Mailer was delivered to the Post Office the week of December 21st for distribution; Emails throughout HOA neighborhoods sent week of December 28th.
- Viewed University of Delaware IPA webinar on “Pop-up Demonstrations and Rethinking Activity-Friendly Outdoor Spaces”.
- Completed graduate course on “Analysis of Decision Making”.
- Met with consultant on DelDOT Coastal Corridor Study.
- Met with property owners on potential parcel partition.
- Follow-up meetings related to Sidewalk Notices.
- Continued coordination and communication related to annexation petitions.
- Attended Sussex County Association of Towns Steering Committee meeting.
- Met with Town Engineer on the status of projects.
- Continued organization and oversight of Town projects and administrative matters, and meetings with supervisors and staff members.

Status of Projects:

- Milton Rails to Trails, Phase II (Federal Street to Lavinia Street) – Town accepted Trail responsibility as of December 28th.
- Town Comprehensive Plan: Zoning Code is the next section to review and propose revisions. A utility/construction manual has been reviewed by Mr. Wingo and comments sent to Pennoni to proceed.
- Wagamons Water Main Extension – Town is trying to finalize needed easement; waiting for property owner review and signature.
- Shipbuilders Well and Treatment Facility – Progress meeting was held in December. Permits have been issued. Some materials were delivered; building work has begun.
- Magnolia Street / Municipal Parking Lot drainage (including bulkhead): Final design plans are being prepared. As referenced above, the Town received approval of its ORPT grant in the amount of \$100,000 towards this project.

- Sidewalk Repairs – Sidewalk violation letters were mailed August 21st. Mr. Wingo and Mr. Wilson have been meeting with residents on needed repairs. Follow-up/progress staff meeting was held. Thirty-day letters and violations have been processed and mailed.
- Community Impact Fee Study – The fee study is in progress; the Town Manager was tasked to develop a Capital Improvements List for the next five years to gauge infrastructure investment.
- Atlantic Avenue (from Union Street to Country Road), Chestnut Street (from Front Street to Coulter Street) and a portion of Atlantic Street: water main, valve, corporation and town service line replacement – Working towards referendum which is scheduled January 16th. Binding Commitment letter received from the State.
- Homeland Security Grant – will be working on alternative solution for lobby.
- ADA Transition Plan and Self-Assessment Report - coordinating efforts with University of Delaware, Center for Transportation, for assistance and development of required plans. Funding was approved in the FY2019 Town budget and carried into FY2020 and FY2021.
- Purchasing Procedure – Ad-Hoc Finance Committee will forward to Mayor and Town Council once ready for adoption.
- Capital purchase policy and procedure - Finance Committee is preparing and will forward to Mayor and Town Council once complete. A draft has been prepared and will be put to “test” during the six-month budget review process.

Town of Milton

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Milton, DE 19968



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December 28, 2020

To: Mayor and Town Council
From: Stephanie Coulbourne, Town Clerk *(Signature)*
Re: December Administrative Report

In addition to administrative functions, below are highlights completed by the administrative staff for the month of December:

- Prepared and posted agendas for Town Council, Planning and Zoning, Board of Adjustments, and Water Committee meetings..
- Transcribed Town Council meeting minutes for December 7, 2020 and December 15, 2020.
- Posted departmental monthly reports and Town Council minutes on the website.
- Prepared for and submitted documents for the FY 2020 annual audit.
- Prepared and posted 2021 Municipal Election Solicitation of Candidates Notice on town website and in local newspaper.
- Secured a new lease on copiers and scanners as approved in town budget. Lease was expiring January 2021 on current copiers.
- Opened new police grant account.
- Printed, folded and mailed annual rental and business license renewals.
- Attended the Board of Elections meeting on December 7th to remove names from the voter registration list as per Town Charter.
- Worked with the Department of Election in Sussex County to prepare for the 2021 Water Improvement Referendum.
- Printed and mailed brochure to all property owners and residents regarding the 2021 Water Improvement Referendum.
- Prepared legal postings for the 2021 Water Improvement Referendum and 2021 municipal election and send to local media and posted at the Milton Library, Milton Post Office, Mercantile, Town Hall, Town bulletin board and Town website.
- Issued absentee ballots for the 2021 Water Improvements Referendum.
- Coordinated and resolved complaints regarding trash pickup and bulk pick up.
- Town employees adopted a local family for Christmas and provided gifts for the three children and Food Lion gift cards for the family.
- Received the first reimbursement check for the CARES Act.
- Ordered entrance closed signs for the front of Town Hall and directing the public to the rear entrance.
- Prepared utility accounts in order for the Public Works Department to complete 4th quarter meter readings.
- Submitted monthly pension contributions for all employees.
- Processed accounts payable checks on a weekly basis.

- Processed requests from mortgage companies seeking tax and utility balances for settlements and refinances.
- Processed payments for tax and utility accounts.
- Continued with the records retention project.
- Continued organization and oversight of Town administrative matters.
- Town Hall was closed half a day on Christmas Eve and on Christmas Day.

Town of Milton

115 Federal St
Milton, DE 19968



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1 January 2021

To: Mayor and Town Council

From: Thomas R. Quass

Re: Monthly Report, Project Coordinator

The following activities occurred during the period covering 12/01/2020 - 12/31/2020

- Administratively approved 16 building permits.
- Completed multiple research requests for members of the various Boards and Commissions.
- Answered various inquiries of Commission and Board members, Town Council, Staff and clients.
- Compiled agendas and assembled informational packages for various Commissions and Boards.
- Attended virtual/electronic, and in person meetings of the Planning and Zoning Commission, Historic Preservation Commission, Town Council, and Staff Meetings as required.
- Attended webinars for FEMA/floodplain building management, and Advanced Land Use Law course.
- Met with clients regarding application processes, and reviewed applications as needed.
- Promulgated revisions for Town code. (Chapter 148 - Noise, and chapter 220-21 - Historic Preservation Overlay District)
- To date there have been no complaints filed by tenants under Chapter 164 Rental Properties.



Milton Police Department Monthly Report
December 2020
Submitted by Chief Derrick L. Harvey

MILTON POLICE DEPARTMENT



Chief Derrick L. Harvey

*101 Federal Street • Milton • Delaware • 19968
Phone: (302) 684-8547 • Fax: (302) 684-8046*

Monthly Highlights

December

- Placed a 2020 Dodge Durango in service as a patrol vehicle.
- All officers completed yearly qualifications training at new range.
- Entire staff provided patrol and safety during a weekend situation.
- Milton Pd received more personal protective gear for COVID Response.
- Staff have been staffing special duty assigned for truck and traffic issues.
- Officers have been working OHS speeding and distracted driver special duties.
- We received 4 rapid response officer safety shields proved by CJC Grant.
- Staff arranged to assist 9 local families by supplying with needs for holiday.
- We participated in a coat drive to provide coats to needy families.

MILTON POLICE DEPARTMENT



PRIDE

INTEGRITY

Chief, Derrick L. Harvey

101 Federal Street • Milton • Delaware • 19968

Phone: (302) 684-8547 • Fax: (302) 684-8046

MILTON TOWN COUNCIL MEETING

Monday, January 04, 2021

POLICE REPORT FOR THE MONTH OF DECEMBER 2020

TOTAL COMPLAINTS	110
TOTAL CHARGES FOR THE MONTH(criminal + traffic)	169
ADULT ARRESTS	12
JUVENILE ARRESTS	3

COMPLAINTS

ACCIDENTS	5
DUI	0
DOMESTICS	10
ASSIST OTHERS AGENCIES	17
OTHERS, CPC, ESCORTS	78
TOTAL COMPLAINTS FOR MONTH	110

PATROL DATA, DOOR CHECKS, MAN HOURS

VEHICLE PATROL HOURS	578
INVESTIGATION / MISC HOURS(AOA,PAPERWORK,ETC)	175.5
FOOT PATROL HOURS	30.5
TOTAL MAN HOURS	784
PROPERTY AND DOOR CHECKS	207
TOTAL MILEAGE FOR MONTH	3,398

MISDEMEANER	16
Local Fugitives	4
FELONY	8
TOTAL	28

TRAFFIC CHARGES

VARIOUS TRAFFIC VIOLATIONS	89
TOTAL	89

WARNINGS	52
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PERSONNEL AS OF THIS REPORT

Fully Staffed

1	CHIEF
0	CAPTAIN
1	LIEUTENANT
0	SERGEANTS
0	DETECTIVE
2	CORPORALS
1	PATROLMAN FIRST CLASS
3	PATROLMAN
0	RECRUIT/CADET
1	ADM. ASST. TO POLICE DEPT.

Derrick L. Harvey

Derrick L. Harvey
Chief of Police

Date Submitted: 12/28/2020

Town of Milton

115 Federal St

Milton, DE 19968



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Phone: 302-684-4110

Fax: 302-684-8999

December 31, 2020

To: Mayor and Town Council

From: Robert Wilson, Code Enforcement Officer

Re: Code Department Monthly Report

Attached you will find a report containing the majority of the duties performed by the code enforcement officer for the month of December, 2020. I am able to elaborate on any, and all, of the duties that are present in this report, if necessary.

Please feel free to contact me if there are any questions and/or comments.

C.E. MONTHLY REPORT – DECEMBER 2020

<u>Certified Letters Mailed:</u>	Sidewalk Violation Fines	11
	Sidewalk Extensions	8
	No Business License	1
<u>Business Licenses Issued:</u>	General Services	71
	Professional Services	79
	Lodging/Hotel/Motel	3
	Residential Contractor	45
	Commercial Contractor	30
	Kiosk	30
	Merchant Retailer	4
	Residential Rental	104
	Non-Profit	2
	Warehouse	1
	Garage	1
	Eating Est.	7

12/1/20 – Spoke with a resident regarding town code pertaining to temporary signage.

12/3/20 -- Spoke with resident about accessory structure setbacks and permitting.

12/7/20 – Spoke with builder regarding new construction fees and application process.

12/7/20 – Spoke with resident regarding zoning, noise and hours of construction.

12/8/20 – Spoke with resident pertaining to obtaining a copy of plans for their home.

12/10/20 – Spoke with contractor about building code for handicap ramp.

12/15/20 – Spoke with resident about property survey and fence installation.

12/17/20 – Spoke with resident about sidewalk violation fines and summons notice.

12/17/20 – Met with business owner to discuss details of sidewalk repair needed.

12/29/20 – Spoke to resident about a fallen tree resting on fence.

STREET, SIDEWALKS, AND PARKS COMM.

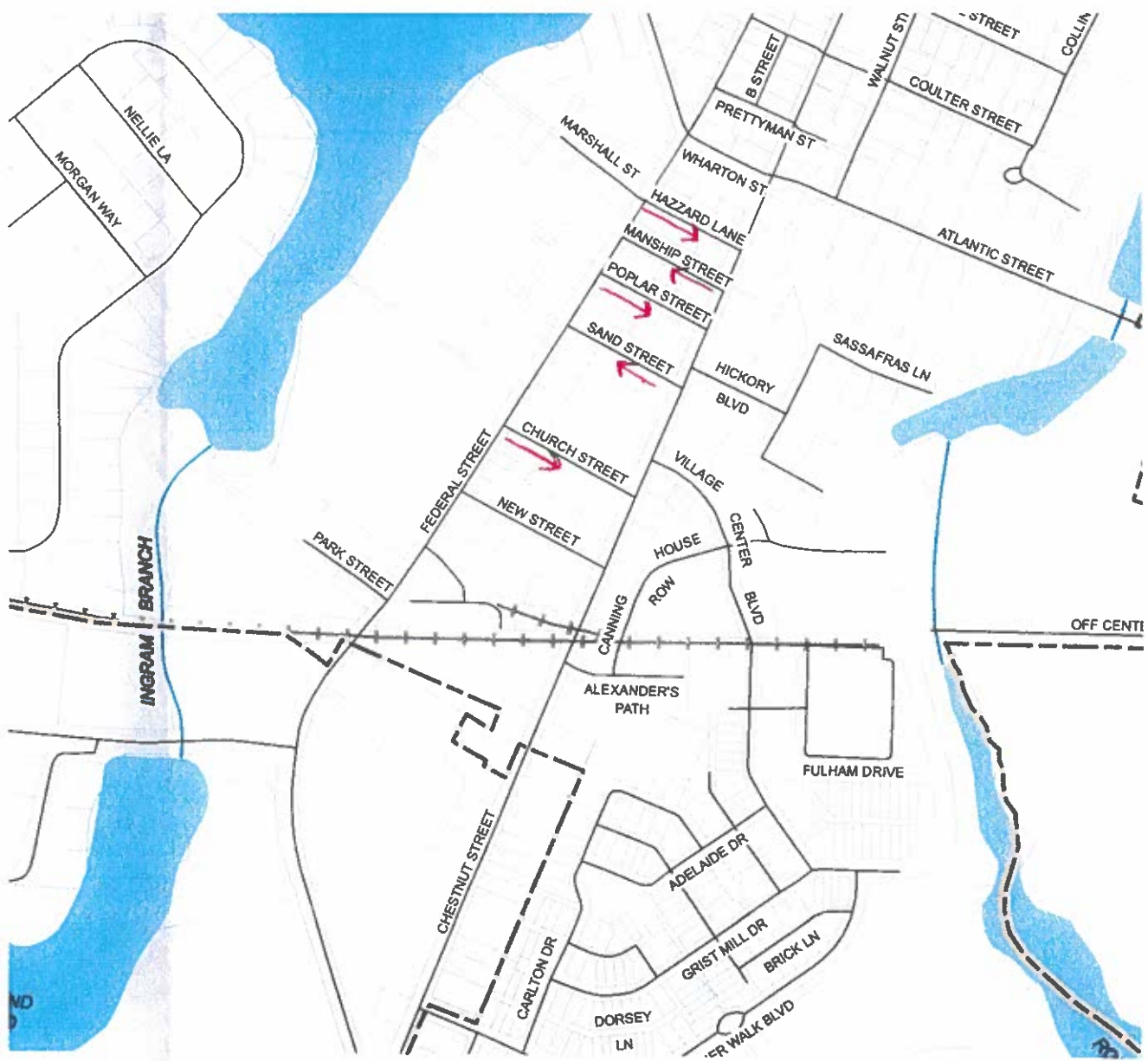
SEPT. 17, 2020

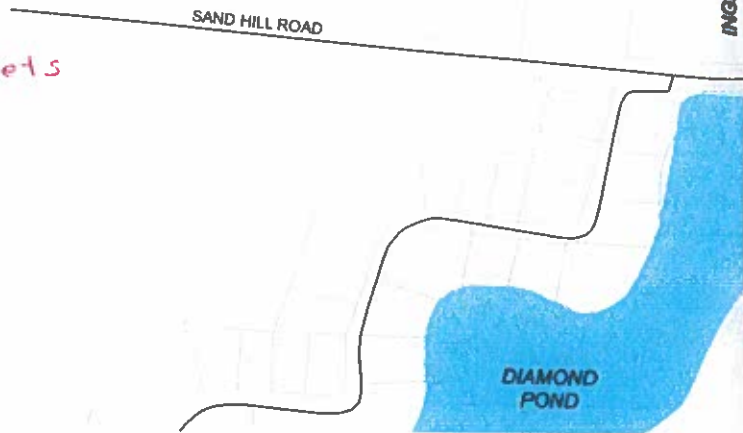
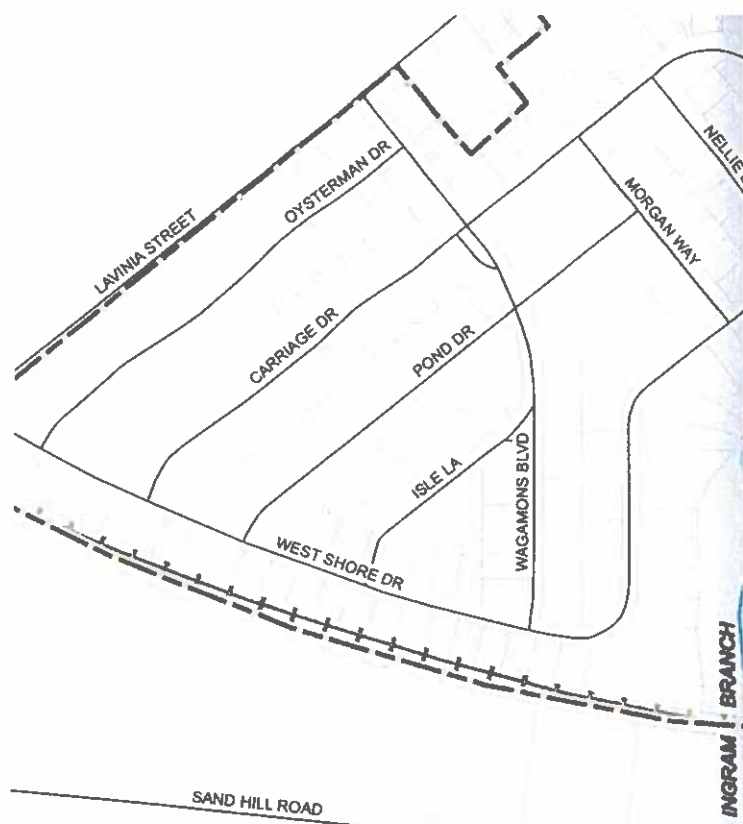
UPDATE: DEL DOT DISCUSSION ON INTERSECTIONS

OUR RECOMMENDATION TO THE TOWN COUNCIL CONCERNING
INTERSECTIONS ARE:

Rt. 16 and mulberry st. to install a new traffic light.

Rt. 5 and rt 16 do a phasing to the traffic light that is there.





ONE Way Streets
Church St.
Sand St.
Poplar St.
Manship St.
Hazzard Ln.

Town of Milton

115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

To: Mayor and Council
From: Greg Wingo, P.W.S.
Re: December Monthly Report
Date: December 30, 2020

For the month of November, I have supervised the daily, weekly and monthly task for Public Works Water, Streets and Parks Departments. I have answered several phone calls and answered questions from Council, Residents, Committee's, Contractors, Outside Agencies, Town Engineers and Town Staff. I have reviewed and signed off on 28 new building permits and closed out 25 building permits. I have attended meetings Town Enginner, Jerry's Paving Rep. and Fernmoor Homes Rep for Heritage Creek Development Punch List issues for Phase 3A and 3B, Sidewalk Status Updates, Meetings with Residents, Town Council Meeting, DFIT Safety Meeting, Shipbuilders Treatment Plant Project Progress Meeting, Weekly PW Staff Meetings and Ad Hoc Committee Meeting for Rails to Trails Phase #2 Lights. Safety tool box talks weekly with PW Staff on proper lifting, updates on Covid Information and best practice to keeping yourself safe by wearing mask, washing and using the hand sanitizer all through the day. Below you will see a summary of highlights and updates on projects. P.W. Staff has been reading meters for billing.

Water Department

- Water Leaks: Building 400 of Park Royal had a leak (Shermans Plumbing has repaired), 410 Conwell St, leak at meter harp, Mcgee Plumbing installed a meter pit and made repairs.
- Wagamon's Water Main Ext. Project: Waiting on the status of the easement agreement.

- Shipbuilders Treatment Facility: Contractor poured the concrete foundation, blocks have been laid and contractor will be starting prep work to install all piping under the floor. All water and sewer pipe have been delivered.
- Atlantic Ave/Chestnut St Water Main Projects: Waiting for Referendum.
- Atlantic Street Water Main Upgrade: Waiting for Referendum.
- Fire Hydrant Flags: P.W. has installed all of the fire hydrant flags.

Streets Department

- Chestnut Crossing: No update. Currently, the towns Solicitor is working on this.
- Merriweather Sub-Division: The owner has been working on this project. I have discussed with them the status and they have been keeping me updated on the progress. They are still working on resolving the issues with the storm management to satisfy the State. No new status at this time.
- Sidewalks Town Wide: Currently, from the letters sent out in August 2020, we have 4 sidewalks that have been completed. Letters have gone out to property owners that have not contacted us or have not showed any progress on moving forward with repairs.
- Front Street Road, Curbing, Drainage and ADA Ramps Project: I have discussed with Ms. Rogers on an agreement with the property owners for an easement to install the storm drain pipe. No new status to report.
- Town owned Sidewalks: I have prepared a list for all the brick sidewalks for PW Staff and I have scheduled the concrete repairs with a contractor.
- Electric Speed Limit Signs: Currently, the signs are on Lavinia St, Broad St. and in the 400 Block of Chestnut St.
- Town Wide: P.W. Staff has been cleaning the curb line up from dirt and leaves to help prevent any drainage issues.

Parks Department

- Cleaning up Parks: Memorial Park, Mill Park, Rails to Trails Phase #1 and Governors Walk have been cleaned up.

- **Playground Equipment:** PW Staff has been monitoring the caution tape on the playground equipment every day and re-taping as needed.
- **Rails to Trails Phase #2:** Waiting for the signed agreement for all parties involved. Project is completed. This trail is a great addition to the Town of Milton. I have been working with Councilman Garde on marking out areas for lights.
- **Christmas Lights and Decorations:** P.W Staff has been hard at work trying to keep all the lights and decorations going with all the wind, rain and flooding we have had.

Town of Milton

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RESOLUTION 2021-001

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, Town of Milton recognizes the importance of fair housing for the citizens of Milton; and

WHEREAS, the Town of Milton supports the goals of the Federal Fair Housing Law.

NOW THEREFORE, BE IT RESOLVED, that the Town of Milton heartily encourages all parties involved in the renting, selling or financing of housing in the Town of Milton to ensure that no person shall, on the grounds of race, color, national origin, religion, creed, sex, marital status, familial status, age, sexual orientation or disability be discriminated against or denied a fair and equal opportunity to housing; and

BE IT FURTHER RESOLVED, that the Town of Milton, when acting as administrator of a Community Block Grant, is hereby authorized to take such actions as deemed necessary to affirmatively further fair housing in connection with the said Community Development Block Grant.

I, THE UNDERSIGNED, Secretary of the Town Council of the Town of Milton, do hereby certify that the above resolution was passed at the meeting of the Town Council, duly called and convened, held on the 4th day of January, 2021, at which a quorum was present and voting throughout and that same is still in full force and effect.

TOWN OF MILTON

BY: _____
SECRETARY OF TOWN COUNCIL

DATE: _____

Town of Milton

115 Federal Street
Milton, DE 19968



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RESOLUTION 2021-002

ENDORING PROJECT TO BE SUBMITTED TO THE DELAWARE STATE HOUSING AUTHORITY FOR FUNDING FROM THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AUTHORIZING TODD F. LAWSON, SUSSEX COUNTY ADMINISTRATOR, TO SUBMIT APPLICATION

WHEREAS, The Town of Milton resolves to apply for Community Development Funds from the Delaware State Housing Authority in accordance with appropriate regulations governing Community Development Block Grants, State of Delaware Program for Block Grants as contained in Sections 570.488-499 24CFR U.S. Department of Housing and Urban Development; and

WHEREAS, the Town of Milton has met the application requirements of (Attachment E Delaware Community Development Block Grant Policies and Procedures) Citizens Participation requirements; and

WHEREAS, Sussex County plans on accomplishing the requested projects with CDBG Funds, and

WHEREAS, the Town of Milton hereby agrees to allow Sussex County to accomplish the projects in the targeted areas of Milton; and

WHEREAS, the Town of Milton and Sussex County are in agreement with this activity;

NOW THEREFORE, BE IT RESOLVED by the Town of Milton and Sussex County that they endorse and grant permission for the following activity:

Application: Rehabilitation/Infrastructure/Demolition. The total infrastructure project cost is \$ 0.00 _____; matching funds in the amount of \$ 0.00 _____ will be provided by the Town of Milton, General Funds.

Note: to be used for infrastructure purposes, only.

I, THE UNDERSIGNED, Secretary of the Town Council of the Town of Milton, do hereby certify that the above resolution was passed at the meeting of the Town Council, duly called and convened, held on the 4th day of January 4, 2021, at which a quorum was present and voting throughout and that same is still in full force and effect.

TOWN OF MILTON

BY: _____
SECRETARY OF TOWN COUNCIL

DATE: _____

I DO HEREBY CERTIFY that the foregoing title of Resolution No. 2021-002 adopted by the Town of Milton is the same title of Resolution No. _____ adopted by the County Council of Sussex County on the _____ Day of _____, 20____.

Robin A Griffith
Clerk of the County Council

Town of Milton

115 Federal St
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

RESOLUTION 2021-003

TO ESTABLISH AND APPOINT MEMBERS TO A STREETS AND SIDEWALKS AD HOC COMMITTEE

WHEREAS, the Mayor and Town Council received traffic-related public comments at the December 7, 2020 meeting; and

WHEREAS, the Mayor and Town Council received and discussed a memorandum on obstructions, careless driving (such as speeding, cell phone use, and not fully stopping at Stop Signs), and large truck traffic on the same date; and

WHEREAS, the Mayor and Town Council desire the concerns be reviewed and taken under consideration by a committee for an advisory report; and

WHEREAS, Section 15(c) of the Town Charter authorizes the establishment of various committees and working groups;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Milton that:

1. The following members are appointed to a Streets and Sidewalks Ad Hoc Committee:

- a) Randi Meredith, Councilwoman, Chairperson
- b) Bonnie Bloomquist
- c) Ann Pratt
- d) Mary Quigley
- e) Susan Fewell
- f) Hunter Willis
- g) Lisa Falzarano
- h) Chris Trask
- i) Derrick Harvey, Chief of Police, Ad Hoc Committee Liaison

2. The designated Chairperson shall facilitate said Committee meetings, which shall comply with the Freedom of Information Act, including notice and minutes requirements, and the Chairperson may request assistance from Town staff, via the Town Manager, to assist therein.

3. The Committee shall report their findings and recommendation regarding these traffic-related concerns back to Mayor and Council during the scheduled regular Council meeting on July 12, 2021.
4. Said Committee shall sunset on August 30, 2021.
5. Appointed members serve at the pleasure of the Mayor and Town Council.

I, THE UNDERSIGNED, Secretary of the Town Council of the Town of Milton do hereby certify that the above resolution was passed at the meeting of the Town Council, duly called and convened, held on the 4th day of January, 2021, at which a quorum was present and voting throughout and that same is still in full force and effect.

TOWN OF MILTON

BY: _____
SECRETARY OF TOWN COUNCIL

DATE: _____

Town of Milton

115 Federal Street
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RESOLUTION NO. 2021-004

TO ESTABLISH THE TIME AND PLACE FOR A PUBLIC HEARING ON A PROPOSED AMENDMENT TO THE ZONING CODE.

WHEREAS, the Charter of the Town of Milton vests power in the Mayor and Town Council to provide for and preserve the health, peace, safety, cleanliness, ornament, good order and public welfare of the Town and its inhabitants; and

WHEREAS, the Mayor and Town Council have the power to zone or district the Town and make particular provisions for particular zones or districts with regard to structures, buildings, or building material, and generally to exercise all powers and authorities vested in the legislative body of cities and incorporated towns under and by virtue of Chapter 3, Title 22 of the Delaware Code; and

WHEREAS, the Mayor and Town Council of the Town of Milton has previously found it necessary for the aforementioned purposes to enact a zoning ordinance, codified as Chapter 220 of the Town Code; and

WHEREAS, pursuant to Chapter 220, the Town Council of the Mayor and Town of Milton may, from time to time, on its own motion or on petition or upon recommendation by the Planning and Zoning Commission, amend, supplement or change the boundaries of the districts or the zoning regulations after public notice and hearing;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of Milton as follows:

1. A public hearing on a proposed Zoning Code amendment regarding **Chapter 220 of the Town Code, entitled "Zoning," regarding the discontinuance of a nonconforming use** shall be held at **6:30 pm on April 5, 2021 at Grace Church Hall, Milton, Delaware**. All interested persons wishing to be heard shall be given an opportunity to express their views. Their testimony shall be considered in evidence by the Council.
2. Notice of such hearing shall be published as required by Town Code.

3. The aforementioned proposed zoning amendment is hereby referred to the Planning and Zoning Commission for an advisory report pursuant to Milton Town Code Section 220-99.

I, THE UNDERSIGNED, Mayor of the Town Council of the Town of Milton do hereby certify that the above resolution was passed at the meeting of the Town Council, duly called and convened, held on the 4th day of January 2021, at which a quorum was present and voting throughout and that same is still in full force and effect.

TOWN OF MILTON

BY: _____
MAYOR

DATE: _____

Town of Milton
115 Federal Street
Milton, DE 19968



www.milton.delaware.gov
Phone: 302-684-4110
Fax: 302-684-8999

ORDINANCE NO. 2021-001

AN ORDINANCE TO AMEND CHAPTER 148 OF THE TOWN CODE, ENTITLED "NOISE".

WHEREAS, the Charter of the Town of Milton vests power in the Mayor and Town Council to provide for and preserve the health, peace, safety, cleanliness, ornament, good order and public welfare of the Town and its inhabitants; and

WHEREAS, the Mayor and Town Council of the Town of Milton have previously enacted an ordinance governing noise, codified as Chapter 148 of the Town Code; and

WHEREAS, the Mayor and Town Council held an open meeting on the ____ day of _____, 2021, to consider amendments to Chapter 148;

NOW THEREFORE, BE IT ENACTED AND ORDAINED, by the Town Council of the Town of Milton:

Section 1. Amend the title of Table 1 in § 148-5A(1) of the Town Code, with additions shown by underline and deletions shown by strikethrough as follows:

Maximum Permissible Noise Levels From Stationary and Mobile Sources

Section 2. Amend § 148-5B of the Town Code, with additions shown by underline and deletions shown by strikethrough as follows:

B. Mobile sources.

- (1) Noise levels from mobile sources shall not exceed those levels presented in the Continuous Noise column of Table 3- 1 above in Subsection A(1).
- (2) Test procedures to determine whether maximum noise emitted by mobile sources complies with the noise limits set forth in this article shall be ~~in substantial conformity with Standards and Recommended Practice established by the Society of Automobile Engineers, Inc., and such other and further standards established by the Code Enforcement Officer.~~ performed in the following manner:
 - (a) The location of the microphone of the measurement system shall be on the receptor's property boundary at a point approximately 10 feet from any obstruction (including building walls, trees, bushes, automobiles).
 - (b) No person, other than the operator, shall be within 10 feet of the microphone used with the sound measurement system during the measurement period.
 - (c) The sound measurement system shall be calibrated in accordance with the manufacturer's instructions.
 - (d) All measurements shall be conducted with the sound level meter set on the A-weighted scale

“fast” response reading level.

- (e) Noise level measurements shall be taken when the alleged noise source is in operation and when not in operation. If the noise source in operation cannot be turned off for the purpose of making a measurement, then the measurement taken during the noise source in operation shall be compared to the standard levels of noise in the Continuous Noise column of Table 1.

Section 3. Amend § 148-8B of the Milton Town Code by making deletions as shown by strike through and insertions as shown by underline as follows:

- B. The Code Enforcement Officer shall have authority, with the consent of the owner, occupant, operator or agent, to enter and inspect all premises subject to the provisions of this article for the purpose of determining whether there is compliance with ~~his~~ the Town of Milton requirements.

Section 4. Amend § 148-12B of the Milton Town Code by making deletions as shown by strike through and insertions as shown by underline as follows:

- B. The owner, occupant, operator or agent shall be granted a conference on the matter upon ~~his~~ their request, as soon as practicable; but such conference shall in no case stay the abatement or correction of such emergency.

Section 5. Amend § 148-13E of the Milton Town Code by making deletions as shown by strike through and insertions as shown by underline as follows:

- E. Nothing in this section and no exemption, partial exemption or renewal granted pursuant hereto shall be construed to prevent or limit the application of the emergency provisions and procedures of § ~~148-12A~~ of this article to any person or ~~his~~ their property.

Section 6. Amend § 148-17B of the Milton Town Code by making deletions as shown by strike through and insertions as shown by underline as follows:

- B. Any person operating or causing to be operated any sound-amplifying equipment in violation of the sound-amplifying equipment provisions of this article shall have ~~his~~ their permit revoked.

I, THEODORE J. KANAKOS, Mayor of the Town of Milton, hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Town Council of the Town of Milton at its meeting held on the _____ day of _____, 2021, at which a quorum was present and voting throughout and that the same is still in full force and effect.

MAYOR

SYNOPSIS

This Ordinance amends the Town Code’s chapter on noise by establishing a table and test procedures for mobile source level limits. The Ordinance also removes gender-specific language.

Town of Milton
115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

ORDINANCE NO. 2021-002

**AN ORDINANCE TO AMEND CHAPTER 220 OF THE TOWN CODE, ENTITLED
"ZONING," REGARDING THE DISCONTINUANCE OF A NONCONFORMING USE.**

WHEREAS, the Charter of the Town of Milton vests power in the Mayor and Town Council to provide for and preserve the health, peace, safety, cleanliness, ornament, good order and public welfare of the Town and its inhabitants; and

WHEREAS, the Mayor and Town Council has the power to zone or district the Town and make particular provisions for particular zones or districts with regard to structures, building, and building material, and generally to exercise all powers and authorities vested in the legislative body of cities and incorporated towns under and by virtue of Chapter 3, Title 22 of the Delaware Code; and

WHEREAS, the Town Council of the Town of Milton has previously found it necessary for the aforementioned purposes to enact a zoning ordinance, codified as Chapter 220 of the Town Code; and

WHEREAS, pursuant to Chapter 220, the Town Council of the Town of Milton may, from time to time, on its own motion or on petition or upon recommendation by the Planning and Zoning Commission, amend, supplement or change the boundaries of the districts or the zoning regulations after public notice and hearing; and

WHEREAS, the Town of Milton Planning and Zoning Commission held a duly noticed hearing on _____ and voted _____ in the Advisory Report received by Town Council; and

WHEREAS, The Town Council held a public hearing on _____, as scheduled by prior resolution, with proper notice by publication as required by Town Code Section 220-101A; and

NOW THEREFORE, BE IT ENACTED AND ORDAINED, by the Town Council of the Town of Milton, a majority thereof concurring, that the following revisions hereby by incorporated into Chapter 220 of the Town Code, entitled "Zoning," in Section 220-72, entitled "Discontinuance of nonconforming use," with deletions shown by strike-through and additions shown by underline:

Chapter 220. Zoning

Article IX. Nonconforming Buildings, Uses and Lots

§ 220-72. Discontinuance of nonconforming use.

- A. Any building or land which is used for or occupied by a nonconforming use and which is changed to or replaced by a conforming use, shall not thereafter be used for or occupied by a nonconforming use.
- B. When a nonconforming use has been discontinued for a period of one year, it shall be deemed abandoned, regardless of intent or lack thereof, and shall not thereafter be reestablished, and the future use shall be in conformity with the provisions of this chapter.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect upon its enactment.

I, THEODORE J. KANAKOS, Mayor of the Town of Milton, hereby certify that the foregoing is a true and correct copy of the Ordinance adopted by the Town Council of the Town of Milton at its meeting held on the ____ day of _____, **2021**, following a duly noticed public hearing, at which a quorum was present and voting throughout and that the same is still in full force and effect.

MAYOR

SYNOPSIS

This ordinance amends the Town Code's zoning ordinance regarding when a nonconforming use (colloquially called a "grandfathered" use) is considered abandoned and, thus, prohibited from reestablishment. Specifically, the ordinance clarifies that deeming the use abandoned after it has been discontinued for a year or more does not factor in any intent (or lack thereof). By way of example, if a commercial use is a preexisting nonconforming use in a residential district and that commercial use ceases operation for a year, that use cannot be reestablished, regardless of whether the owner, tenant, or any other person intended to abandon the commercial use. The structure would then need to be used in conformity with the uses available in its residential district.

BEFORE THE TOWN OF MILTON PLANNING AND ZONING COMMISSION

IN RE:)
)
CONDITIONAL USE APPLICATION) Tax Map Parcel No. 2-35-21.00-44.00
FOR LOBLOLLY, LLC AND)
WBOC-TV INC.)
)

ADVISORY REPORT

The Town of Milton Planning and Zoning Commission (“the Commission”) held a duly noticed public hearing on December 15, 2020, concerning an application submitted by Loblolly, LLC and WBOC TV Inc. for a conditional use on Sussex County tax map parcel number 2-35-21.00-44.00 (“the Property”), east of Sam Lucas Road and south of Cave Neck Road. The application seeks an antenna tower as a conditional use for the Property, with a 15-foot gravel road for ingress and egress. In addition to the application, the Commission received: the legal description of the Property; conditional use plans; showing the Property and the antenna tower; letters from the applicant’s engineer, Davis Bowen & Friedel, Inc., dated November 6, 2020 and December 9, 2020; and the review letter dated December 4, 2020 from the Town Engineer, Pennoni Associates Inc. No residents or property owners spoke either for or against the application. There was one letter received that was generally in favor of the application. The applicants subsequently submitted an undated letter entitled “Collapse Radius of Guyed Masts” from Habib Azouri, P.E., Engineering Manager, Rohn Products LLC. Rohn Products LLC is not the manufacturer of the broadcast tower the applicants propose to install on the Property.

The Property consists of approximately 77.45 acres, though the application does not seek to use its full area for the antenna tower. The Property is currently zoned R-3/LPD. There are currently no improvements, and the Property is a combination of agricultural field and woodlands. The proposed location of the antenna tower is the southeastern corner, adjacent to the 5 acres owned by Tidewater Environmental Services, Inc. (“TESI”) and earmarked for a wastewater treatment plant. On the other side of the Property is the “Cave Colony” subdivision that is not within Town limits. The exact location will be dependent on soil samples. The antenna tower would be approximately 525 feet high and made of steel, with a guy wire system anchoring the antenna tower in three directions.

Conditional Use Analysis

Section 220-86 of the Milton Town Code sets out the purpose and intent of conditional uses as follows:

The purpose of conditional use approval is to provide for certain uses which cannot be well adjusted to their environment in particular locations or are not permitted in the current zoning district but would not have an adverse effect on the surrounding area and properties. These uses are generally of public or semipublic character and

are essential and desirable for the general convenience and welfare of the Town. Because of their unusual characteristics, or the special characteristics of the area in which they are to be located, conditional uses require special consideration so that they may be properly located with respect to the objectives of this chapter, the Comprehensive Plan and their effect on nearby properties.

Under Section 220-88 of the Town Code, “[a]ny use that is not permitted in the zoning district for which it is intended, for example, businesses, commercial stores or light industrial uses” may be approved by the Mayor and Town Council as conditional uses in any district from which they are prohibited, provided that the following findings are made:

[T]he location is appropriate and that the public health, safety, morals and general welfare will not be adversely affected, that adequate off-street parking facilities will be provided, that they do not contribute to the traffic problem on congested roads and that necessary safeguards will be provided for the protection of surrounding property, persons and neighborhood values, and further provided that the additional standards of this chapter are complied with.”

As the name implies, conditional use of a property may be denied, permitted, or permitted with conditions. Section 220-87B expressly authorizes the Town Council to “impose those standards and requirements expressly specified by this chapter [220] and any additional conditions which it or the Planning and Zoning Commission considers necessary and reasonable to protect the best interests of the surrounding property, the neighborhood, or the Town as a whole.” “Unless otherwise specified in this chapter or specified as a condition of approval, the height limits, yard spaces, lot area and sign requirements shall be the same as for other uses in the district in which the conditional use is located.” *See* Section 220-88.

Application

The application meets the purpose and intent of a conditional use, in that the antenna tower would be of a public character and desirable for the general convenience and welfare of the Town by improving the reception and transmission of telecommunications, including those from WBOC-TV located in Town. Especially due to the proposed height, special consideration must be given to meet the objectives of Chapter 220 (identified in Section 220-4, entitled “Purpose”) and the Comprehensive Plan, and to account for the effect on nearby properties.

Regarding the appropriateness of the location, the Property is located toward the edge of the Town’s corporate limits, away from higher densities and adjacent in Town to utility-oriented land owned by TESI and the Town, with the latter being considered for the Public Works facilities. There is currently woodland between the Property and the Cave Colony development to the east. The current undeveloped state of the Property allows for the existence of the antenna tower, if approved, to factor into the planning, including buffering, whenever the remainder of the Property is developed. The applicant indicates there are no plans currently for the remainder.

With respect to the public health, safety, morals and general welfare, improving telecommunications, including emergency signals, will be a benefit to the Town as a whole and

specifically to WBOC-TV, an in-Town employer that broadcasts to an audience across Delmarva. The applicant has offered to provide space on the tower for Town communications equipment. Also, the applicant has proposed a weather camera at the top of the tower (though such a camera is not shown on the current plans). The applicant indicated that the tower could support up to three cellular providers, and that the tower would not have an adverse effect on other cellular towers. Adequate off-street parking facilities will be provided, as the applicant indicated that there will be a weekly visit to check on the antenna tower. That limited use of the Property, along with its location toward the southeast corporate limits, will not contribute to the traffic problem on congested roads.

Necessary safeguards will be provided for the protection of surrounding property, persons and neighborhood values by virtue of conditions applied to the application, as well as the need to comply with all applicable requirements of the Federal Communications Commission and the Federal Aviation Administration. The application will comply with the additional standards of the Chapter 220, most notably Section 220-52's development guidelines for antennas, towers, and satellite dishes, and Section 220-35's site plan approval process.

CONCLUSION

For the reasons stated above and on the record at a duly noticed meeting on December 29, 2020, the Commission voted unanimously to recommend approval of the conditional use application, with the following conditions:

- The antenna tower shall be set back from adjoining structures and property lines (including any future subdivision and development of the Property) by a minimum of one-half the height of the antenna tower, provided the Town receives proof, verified by the Town Engineer and accepted by the Commission in conjunction with the site plan review, that the particular proposed tower's specifications have been designed in such a manner that such a setback will have no negative effect on public safety.
- The pad site, ground equipment structures, and guy wires shall be surrounded by a minimum six-foot tall fence.
- The site plan shall include the location of security fencing, lighting, ancillary buildings as necessary, and make all tables consistent with the dimensions of the tower profile (noted as 525 feet).
- The antenna tower shall meet all applicable requirements of the Federal Communications Commission and the Federal Aviation Administration.
- No signs shall be permitted on the antenna tower.
- Collocation of telecommunications equipment on the antenna tower shall be permitted without modification of the conditional use but subject to site plan review by the Commission.

/s/ Richard Trask
Chairperson
Dated: 12/30/2020

/s/ George Cardwell AICP, PTP
Commissioner
Dated: 12/30/2020

/s/ Maurice McGrath
Commissioner
Dated: 12/30/2020

/s/ Larry Lieberman
Commissioner
Dated: 12/30/2020

/s/ Don Mazzeo
Commissioner
Dated: 12/30/202

/s/ Lynn Ekelund
Commissioner
Dated: 12/30/2020

/s/ Andrew Gogates
Commissioner
Dated: 12/30/2020

MEMORANDUM

FROM: Members of the Rails-to-Trails Phase II Lighting Ad-Hoc Committee

TO: Mayor and Town Council of the Town of Milton

SUBJECT: Recommendations for Lighting on Phase II of Rails-to-Trails in Milton

WHEREAS: The Town of Milton has been awarded a grant from the Delaware Land & Water Conservation Trust Fund under the Outdoor Recreation, Parks and Trails Program ("ORPT Program"); and

WHEREAS: The Town of Milton Resolution 2020-022 established and appointed members to the Rails-to-Trails Phase II Lighting Ad-Hoc Committee; and

WHEREAS: Said Committee met on November 30, December 8, December 16, and December 23, 2020; and

WHEREAS: Said Committee has reached its conclusions.

NOW, THEREFORE, BE IT MADE KNOWN by said Committee members, that the following recommendations are unanimously approved for submittal to Mayor and Town Council.

General:

1. Our terminology includes that Federal Street is the Eastern side of the Trail, and that the direction towards Federal St is East; that Lavinia Street is the Western side of the trail, and that the direction towards Lavinia St is West; that the side towards the Wagamons West Shore development is North; and that the under-developed side is South.
2. The Lighting recommendations are segmented into three segments as follows:
 - a. The "Federal" segment extends from Federal Street to the Eastern end of the trestle bridge.
 - b. The "Little Hill" segment extends from the Western end of the trestle bridge up the hill to entrance of the trail at West Shore Drive.
 - c. The "Lavinia" segment extends at the same elevation as the balance of the trail from the Western edge the Little Hill segment to Lavinia Street.

Specific Recommendation for the Federal segment:

1. Install a total of four lights, all to be supplied and maintained by Delmarva Power. The lights shall consist of three Grandville Lights to be the same height as those in Phase I and one Shoe Box light. All of the lights shall use High Pressure Sodium bulbs to conform with the rest of the Town.
 - a. Place the first Grandville light 150 feet from the last light in Phase I of Rails-to-Trails. This puts it at about 80 (+ or -) feet from the Federal Street entrance to the trail.
 - b. Place the second Grandville light 176 feet from the first one.
 - c. Place the third Grandville light 176 feet from the second one.
 - d. Place the East Side Shoe Box light (4th light overall) 150 feet from the third Grandville. This Shoe Box light shall have additional shielding at the rear side to further shield light from trespassing in the northerly direction.

Specific Recommendation for the Little Hill segment:

1. Install a total of five lights, all to be supplied and maintained by Delmarva Power. The lights shall consist of four Grandville lights and one Shoe Box light. All of the lights shall use High Pressure Sodium bulbs to conform with the rest of the Town.
 - a. Place the Shoe Box light (second Shoe Box/5th light overall) 160 feet from the other Shoe Box light. In combination with the other Shoe Box light, this will provide extra lighting on the trestle bridge itself. This Shoe Box light shall have additional shielding at the rear side to further shield light from trespassing in the northerly direction.
 - b. Place the next Grandville (6th overall) 160 feet from the fifth light on the North side of the trail. This will be essentially at (or very near) the departure point ("Y") from the main trail into Wagamons West Shore. This light should be shielded to limit the light trespass into the Ingram Branch, the surrounding wetland, and any homes that might be affected but shining upon the entire area of the trail in the vicinity of the light.
 - c. Place the next Grandville (7th) on the same side of the trail, 136 feet from the 6th one. This will be about halfway up the hill. This light shall also be shielded to limit the light trespass into the Ingram Branch, the surrounding wetland and nearby home(s) on the east side of the entrance to the trail.
 - d. Place the next Grandville (8th) on the other side of the trail 136 feet from the 7th one. This will be near the back of the corner property, and close to the beginning of the fence on the west side of the trail. This light shall be shielded so as to limit the light trespassing on the adjacent home. Lights # 6, 7, & 8 shall be the same height as the Grandvilles in Phase I.
 - e. Place the last Grandville (9th) across West Shore Drive, directly in front of the entrance to the trail. This light shall be shielded to limit the light

trespassing on the properties behind the light. This light shall be the same height as the others in the Wagamons West Shore development.

Specific Recommendation for the Lavinia segment:

1. The Lavinia segment shall be lighted with directional LED bollard lights having the following characteristics:
 - a. The light fixture shall be inclined at approximately 15° to shine downward in order to light only the 10' width of the trail with an elongated asymmetrical photometric distribution along the length of the trail. The light shall be shielded so as to prevent light trespass behind the bollard and to limit skyward light trespass.
 - b. The bollards shall be placed 60 feet apart.
 - c. The lighting shall be efficient and soothing, and ideal for pedestrian and cycling paths. The LED temperature shall be as low as possible, but no higher than 3000K. This is to avoid, as much as possible, that bright blueish white that emanates from higher temperature LEDs. 2700K is preferred to keep the color as close as possible to that of the high-pressure sodium lights to be installed on other trail segments.
 - d. The bollards shall have a maximum height of 4 feet.
 - e. The lights shall have photosensitive switches, such that they turn on at dusk and off at dawn.
 - f. The lights on this segment shall all be installed on the north side of the trail. The Eastern-most bollard shall be installed between the backs of 202 and 204 West Shore Drive, 381 feet from light #6 on Little Hill.
 - g. The lights shall be equivalent or nearly equivalent (with respect to the ability to provide lighting on the trail) to the Ragni-Lighting Kassio 1200 directional lighted bollard with the following characteristics:
 - (1) Approximately 1200 mm high;
 - (2) 21 to 24 volts to supply an 8 LED module;
 - (3) 500 ma power current;
 - (4) Lowest color temperature offered, even if it is only offered as an option, so as to keep the shade as "warm" as possible and as close to that exhibited by the high-pressure sodium lights throughout the rest of the Town;
 - (5) CRI above 70;
 - (6) Built from the materials designed for outdoor, wet and snowy weather;
 - (7) Painted black.

Additional Comments:

The Ad-Hoc Committee recommends that a single Request for Proposal be prepared and issued to Electrical Contractors so that the successful bidder will install all the


conduit; pull all the cables; supply the directional bollards; install all the Shoe Box lights, Grandville lights and directional bollard lights; and make the required connections, so that fully operational lighting systems are installed in all three segments by the single contractor. Our reasoning for this is to expedite completion by the required date stated in the Grant Agreement.

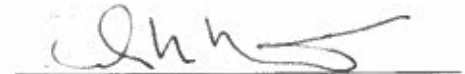
The Ad-Hoc Committee recommends that all lights be installed in the existing Rights-of-Way/Easements.

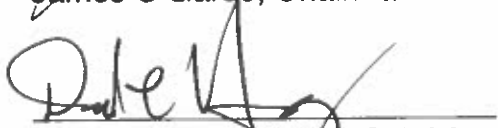
The Ad-Hoc Committee recommends that reflectors be placed on the fencing along all three segments to increase awareness of the location of the fencing, and to provide some additional reflected light. Ideal locations include the posts facing the trail where the fencing begins, turns and terminates.

The Ad-Hoc Committee recommends that Delmarva Power install three connection boxes: one near the Federal Street entrance to supply the Federal segment, one near the West Shore Drive entrance to supply the Little Hill segment, and one near the Lavinia Street entrance to supply the Lavinia segment. Such boxes to be installed in existing Utility Easements.

Approved:

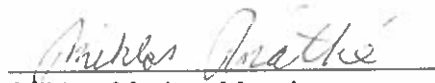

James C Garde, Chairman

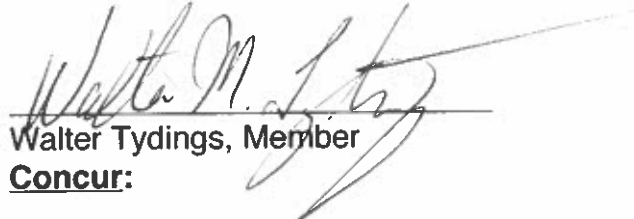

Randi Meredith, Member


Derrick Harvey, Police Chief &
Member

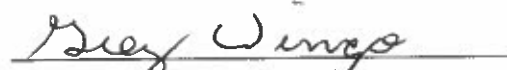

Steven Callahan, Member


Lee Revis-Plank, Member


Miklos Mathe, Member


Walter Tydings, Member

Concur:


Greg Wingo, Town Liaison