

Approved 8/17/2021

TOWN OF MILTON
Streets, Sidewalks and Parks Committee
121 Union Street
Milton, Delaware
July 20, 2021

The Chairman of the Street, Sidewalks and Parks committee called the monthly meeting to order at 3:00 P.M., the Milton Library, 121 Union Street, Milton, De.

Roll Call: Present Kelly Pettyjohn, George Cardwell, Chairman John Bushey, Peter Cornell, Maryann Donnan and Greg Wingo, Maintenance Supervisor for Milton. D.J. Hughes was absent.

Additions or corrections to the agenda, there were none.

A motion was made by George Cardwell and seconded by Peter Cornell to accept the agenda as presented. Motion so carried.

A motion was made by Peter Cornell and seconded by Geroge Cardwell to approve the second draft of the May 18, 2021, minutes. Motion so carried.

There were no written comments relating to the agenda items.

Old Business:

A discussion took place regarding the Capital Improvement projects listed on the 1-to-10-year plan. Geroge Cardwell had prepared a draft list of missing sidewalk links. A discussion was whether to include the draft of the missing sidewalk links with the 1-to-10-year plan. It was felt that we do not include the draft with the 1-to-10-year plan. A discussion took place regarding each street listed on the draft sidewalk links. It was mentioned about curbing all streets. It was mentioned about the water project for Atlantic Ave. to County Road. We will need to review the list and present to town council with our recommendations. The town code permits the town to tell the property owner to put in sidewalks. There is a map in the town office that identifies the width of some of the older streets. Attached is the 1-to-10-year plan and the Draft of Missing Sidewalk Links.

A question was asked if Lavina Street is in the town or is maintained by the state. Greg Wingo advised the committee from Mulberry Street to Lavina Street bridge is in was the town. The Town Manager, Ms. Rogers, is trying to obtain monies for sidewalks on Lavinia Street.

The mayor had appointed an Ad Hoc committee to study the stop sign issue at the intersection of Chestnut Street, Atlantic Street, and Wharton Street. The Ad Hoc Committee will

make their report back to the town council in September. The council may or may not send items from the report to this committee for review.

Pertaining to future upgrades to the boat slips, the committee was advised that Greg Wingo town's maintenance supervisor, had been requested to research through Fish and Wildlife if there were any monies available for planning. No CARES ACT monies can be used for the Boat Slips. A question was asked if the design could include places for Kayaks.

It was pointed out that grass was growing in the joints of the sidewalks. This is a code enforcement issue. The Town Manager has been advised and will address the issue with the code enforcer.

Greg Wingo asked when committee members were traveling around town, please be observant to handicap accessibility at intersections and the lack of painted crosswalks.

New Business:

A discussion took place about the Rt 5 and Rt 16 intersection and the DEL DOT responses. The intersection has had barriers put up to prohibit right hand turns S. Bound of RT 5, N of RT 16; and East Bound on Rt 16, E of Rt 5. The area is surrounded by State roads. Royal Farms will be located on the North West corner. Any recommendations we have regarding this intersection should go to the Mayor and Council, as they will have more influence with the State.

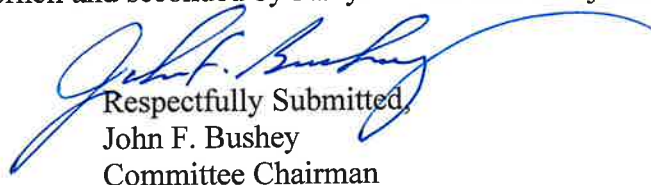
Greg Wingo presented his Streets and Parks monthly report. See attached.

August Agenda: Old Business; a. Capital 1-to-10-year plan; b. Future upgrades to the boat slips; c. Rt 5 and Rt 16 intersection (Design recommendation to Council). New Business: a. Adding sidewalks as a town wide recommendation (Missing Sidewalk Links) b. ADA compliance at intersections. c. Magnolia Street parking and traffic flow.

Committee members were asked if they had other items for discussion, there were none.

Next meeting 17 August 21.

A motion was made by Peter Cornell and seconded by Maryann Donnan to adjourn at 3:45 P.M. Motion so carried.


Respectfully Submitted,
John F. Bushey
Committee Chairman



Town of Milton

Agenda

Streets, Sidewalks, and Parks Committee
Meeting

Tuesday, July 20, 2021 at 3:00 PM
Milton Library, 121 Union Street

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADDITIONS OR CORRECTIONS TO THE AGENDA**
4. **AGENDA APPROVAL**
5. **APPROVAL OF MINUTES: MAY 18, 2021 MINUTES**
6. **DISCUSSION OF WRITTEN COMMENTS RELATING TO AGENDA ITEMS ONLY/PUBLIC PARTICIPATION**
7. **OLD BUSINESS- DISCUSSION AND POSSIBLE VOTE ON THE FOLLOWING ITEMS:**
 - a. Capital Improvement Projects (1 to 10 year plan)
 - b. Future upgrades to boat slips
 - c. Update on Sidewalks
8. **NEW BUSINESS- DISCUSSION AND POSSIBLE VOTE ON THE FOLLOWING ITEMS:**
 - a. Route 5 and Route 16 Intersection
9. **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 July 13, 2021, at 1:30 pm.

-MEETING INSTRUCTIONS-

The Town of Milton Streets, Sidewalks and Parks Committee 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: tqauss

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 1:00 P.M. on Tuesday, July 20, 2021.

*Restrictions may be 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. 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/>.

REVIEW FOR JUNE MEETING.
Any items/want to add
then we regroup —

CAPITAL IMPROVEMENT 1-10 YEAR PLAN

STREETS, SIDEWALKS AND PARKS

STREETS

1. PAVING – CAREY STREET
2. PAVING – PAVING PARKING SPOTS (6 SPOTS) THIS WOULD BE AN ADDITION TO THE PARKING LOT BEHIND THE LIBRARY.
3. CRACK SEALING TOWN WIDE STREETS.
4. TAR AND CHIP (LIST OF SOLECTED STREETS TO START WITH)
5. CURB WORK IN SHIPBUILDERS DEVELOPMENT.
6. CURB, SIDEWALK AND DRAINAGE ON WAGAMONS BLVD.
7. LOOKING FOR LAND TO INSTALL A PARKING LOT (NEED MORE PARKING DOWNTOWN)
8. PAVING – TILNEY STREET
9. PAVING – GET RID OF ALL THE CONCRETE INTERSECTIONS STRIPS

SIDEWALKS

ADD LAVENA STREET SIDEWALK
FROM MULBERRY TO WAGAMON

1. ADD/BRING UP TO CODE ALL RAMPS THROUGH TOWN
2. ADD CROSSWALKS THROUGH TOWN

PARKS

1. ADD FILL/TOP INSIDE THE TRAIN TRACK AREA IN MEMORIAL PARK
2. ADD MEMORIAL PLAQUES GOING TO GAZEBO (BRICK PLAQUES)
3. ADD IRRIGATION TO MEMORIAL PARK
4. ADD SOD TO MEMORIAL PARK
5. INSTALL BENCHES AND TRASH RECEPTACKLES ON RAILS TO TRAILS #2
6. INSTALL EXERCIZE EQUIPMENT ON RAILS TO TRAILS #2
7. ADD TWO ADDITIONAL LIGHTS AROUND THE PLAYGROUND EQUIPMENT AND ENTRANCE AT MEMORIAL PARK
8. START WORKING ON A PLAN FOR BOAT RAMPS, PARKING AND RIVER WALK AT THE OLD SEWER TREATMENT PLANT LAND
9. WORK ON A PLAN FOR A KAYAK LAUNCH AREA
10. ADD ADDITIONAL BOAT SLIPS

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DRAFT

Missing Sidewalk Links

Street	From	To	Length (ft)	Direction	Area (SF)	Ownership	Comment	Rating?
Federal ST	Sign Shop	House to North	90	NB	450	DeIDOT	Milton ES	
Atlantic ST	Chestnut ST	House to East	145	EB	725	DeIDOT	Xwalks at Chestnut	
Mulberry ST	Federal ST	Church D/W	110	SB	550	DeIDOT	Continuous on Mulberry	
Chandler ST	Union ST	Park SW	160	EB	800	Town	Library Park Connection	
Atlantic AVE	Union ST	Country RD (22A)	2600	EB, WB	26000	DeIDOT	EOB, Safety Connectivity to town SRTS Candidate	
Clifton ST	Union ST	Mulberry ST (97)	620	WB	3100	Town	EOB, SRTS Candidate	
Lavinia ST	Mulberry ST	Culvert	1710	WB	8550	Town	EOB, Safety	
Lavinia ST	Culvert	Wagamons Blvd	1140	WB	5700	DeIDOT	EOB, Safety Connectivity to town SRTS Candidate	
Bay AVE	Union ST	Park Royal Apts	1410	EB	7050	Town	EOB, Safety Connectivity to town SRTS Candidate, Apartment Project, Bus	
Walnut ST	Front ST	Mill ST	340	SB	1700	Town	Connectivity to Waterfront	
					54625			

Streets Department

- Curb line clean up: P.W. Staff has been cleaning up the curb line sweeping debris, leaves and dirt out of the gutter pan. This is an ongoing things to try to keep the debris out of the storm drains.
- Chestnut Crossing: Waiting on response from the owner.
- Merriweather Sub-Division: The owner continues on working with SCD to get the storm pond work completed, after this they will work on the other items from the punchlist. I have talked with Mr. Mills from SCD and he is pleased with the progress the owner is making. I performed a site visit and progress is very slow but there is progress.
- Sidewalks Town Wide: Currently, 16 out of the 21 sidewalk violations have been repaired, inspected and completed. Actions have been taken on the 5 property's that have not been completed.
- Front Street Road, Curbing, Drainage and ADA Ramps Project: Reviewing this project with the town's Engineer and Ms. Rogers. I have also contacted DelDot to get information on the work they have planned on Front St. and Chestnut St. and they have postponed there start dates until fall 2021. DelDot Contractor has started patching the roadways.
- Town owned Sidewalks: P.W. Staff is making repairs on the brick sidewalks that the town owns. Staff is working on brick sidewalks in Memorial Park.
- Shipbuilders Paving Project: The paving has started on South Spinnaker Ln., Rudder St., Ocean Ct. and Shipbuilders BLVD. This project should be completed by May 28, 2021. Project has been completed.
- Town Wide Weed Spraying: P.W. Staff is working on their third spraying. I have discussed with P.W Staff, John and myself have trained the staff to spray curbs streets only.
- Painting Parking Spots: P.W. Staff has been painting parking spots town wide.

Parks Department

- **Playground Equipment:** P.W. Staff has been spraying disinfecting solution on the playground equipment every day.
- **Memorial Park – P.W.** Staff has been putting down the playground safety chips. They will be completed by May 28, 2021. This has been completed.
- **Mulching:** Mill Park and Memorial Park has been completed. Staff is working on Governors Walk and Rails to Trails #1.
- **Rails to Trails Phase #2 Lighting Project:** Conduit for phase 1 and 2 have been completed. Waiting for Delmarva Power and contractor to install the lights in both the phases. Phase 3, bollard lights have been ordered.
- **Gazebo Repairs –** replacing railings and regrouting brick work. Work is in progress.