

**The Town of Bowers**3357 Main St.   
Frederica, DE 19946  
(302) 572-9000  
bowersbeach.delaware.gov

**MEETING MINUTES**

The meeting was called to order at 7:02pm on January 12, 2023byMayor Ada PuzzoCouncil members present:Shirley Pennington (ZOOM),Bob McDevitt (ZOOM),and Marty Manning and Ada Puzzo.

The Pledge of Allegiance was recited in unison.

**Minutes:** A motion was made by Ada Puzzo, seconded by Marty Manning to table the December minutes to give council time to review. Motion carried.

**Treasurer’s Report:**

Marty went over the reports for December 2022. Then went over July 2022 thru December 2022.

A resident requested a copy of the financials as they were having trouble following along. A copy was given to him. Mayor Ada said that from this point forward there will be extra copies available at the town meetings.

A motion was made by Wayne Irons, seconded by Ada Puzzo toaccept the December 2022 Treasurer's Report. Motion carried.

**COMMITTEE REPORTS**

**Parking Lot:**100 % of property owners have signed off on the new deed language. We are still on track to have this finished prior to the Buccaneer Bash.

**Watermen's Park:**No Report

**Parks & Recreation:**No Report

**Planning/Zoning Code Revisions:**Changes were submitted to council and council approved the changes. The next step is a public hearing. The changes involve the rebuilding of a structure in the event of a disaster or if you choose to tear it down. If someone chooses to demolish voluntarily, they could rebuild within 5 years on the original footprint. The owner must have a survey and an as built document prior to tearing it down.

**Public Water:**  Joe Conlin is still waiting for word about the surveys and he should hear something on Wednesday. There may be a decrease in the funding and we would not be able to apply this year as the deadline is February. We will try for next year but will continue the process as a trial run. Joe did discover some other funding sources that the town may be able to tap into as well.

A question was asked as to what is driving the public water discussion and Joe went over what has been discussed to date. Some residents expressed concerns and Joe said before we could move forward, they require that 51 % of the property owners are on board.

**Streets:**No Report

**Code Enforcement:**Bob McDevitt said that we do have an issue with vending machines installed on a property that council will be addressing.

Aaron Warren asked if there is anything that the town can do concerning the property that is across from him on Hubbard Street. Bob McDevitt said that he has called the owner several times with no luck. Bob will try again and we will also contact Kent County as well.

**Board of Adjustments:** No Report

**OLD BUSINESS**

**Bowers Fire Company:** The new Chief, Doug Duke was in attendance. Past Chief Aaron Warren updated the town on FireBoat 40. He stated that the fire company formed a committee to look into grants for the purchase of a new boat or to restore the current boat. Whichever option they go with they will be looking for a place to put a lift for the boat to be stored. He said he will be looking for help from the town as to where it may be placed. The property in question is not owned by the town and Mayor Puzzo told Aaron that he would have to contact the property owner to pursue that.

**Drainage:**No Report

**DISCUSSION**

**Water Resources Development Act of 2022 (WRDA 22) and Celebration**

There will be a celebration held regarding this at the Bowers Fire Company on 1/18/2023 at 10:00 am. WRDA is renewed every two years and WRDA 22 has language that is very good for Delaware and our town.

**DISCUSSION AND POSSIBLE ACTION - Budget Updates**

**Bay Beach Association (BBA)**

The BBA is represented bynine (9) southern Delaware coastal communities. Three (3) of these communities are incorporated: City of Lewes, Town of Bowers and Slaughter Beach. The remaining six (6) communities of Broadkill, Prime Hook, South Bowers, Kitts Hummock, Woodland and Pickering Beach, which are unincorporated, shall be officially represented by delegates from Kent County and Sussex County. The three incorporated towns have agreed to donate $1,000 each to the BBA. The two counties have agreed to donate $30,000 each to the BBA. Council agreed to donate $1,000 to the BBA.

**Town of Bowers Flood Risk Reduction Feasibility Study and Preliminary Engineering Report FEMA Grant**

Mayor Ada updated the town on a recent FEMA grant application that Matthew Harris from the Institute for Public Administration (IPA) and staff from the University of Delaware made her aware of and offered to complete for the town. The grant is for $200,000 to hire a landscape design/engineering firm to conduct a feasibility study and preliminary engineering report based on the Conceptual Resilience Plan developed by the University of Delaware Coastal Resilience Design Studio (CRDS) in November 2022.Mayor Ada sent them information they needed for the 8 page application, which included a commitment from the town for the local match.Mayor Ada contacted each council member to get their approval prior to submitting the commitment letter. The application was submitted to two FEMA programs. One requiring a 25% local match and the other requiring a 10%.Of course we are hoping for the 10% match program and the Town has the option to refuse the grant if the local match ends up being 25%. The application was submitted on December 30, 2022; just one day before the deadline. Council approved the commitment letter.

**Town of Bowers N. Bayshore Drive Drainage Improvements FEMA Grant**

**Town of Bowers Hurricane Equipment & Emergency Response Equipment FEMA Grant**

Mayor Ada updated the town on another FEMA grant application that she submitted since quite a bit of the information in the feasibility study grant could be used for this one. Sean Devlin helped her complete the application. This grant is for $377,000 for N. Bayshore Drive Drainage Improvements including:

* Engineering firm to provide Professional Services for Bid Support and Construction Support for the construction of drainage improvements along N. Bayshore Drive
* Construction Company to complete the drainage improvement
* Portable silenced pump with trailer, float, 30’ suction hose and 200’ discharge hose

This application also required a commitment from the town for the local match. Mayor Ada contacted each council member to get their approval prior to submitting the commitment letter. Again, the town has the option to refuse the grant if the local match ends up being 25% and also has the option to reduce the projected budget. Theapplication was also submitted to the same two FEMA programs. The application was submitted on the day of the deadline: December 31, 2022. Council approved the commitment letter.

**NEW BUSINESS**

**Upcoming Museum Events:**No Report.

**RESIDENT TOPICS AND CONCERNS**

None submitted

**COUNCIL COMMENTS**

Wayne Irons - None

Marty Manning - None

Shirley Pennington - None

Bob McDevitt - Stated that raising the road on North Bayshore has been discussed and he thinks that we should look into doing that. Mayor Ada stated that it is not included in the current project.

**NEXT MEETING AND ADJOURNMENT**

There being no further business, a motion was made by Marty Manning, seconded by Wayne Irons,adjourn at 8:30 pm. Motion Carried.

The next town meeting will be held on February 9, 2023 starting at 7:00 pm and will be in person meeting as well as Zoom.

Town Meetings are held the second Thursday of each month unless changed by the Mayor.

Respectfully submitted,

**Shirley A. Pennington,**

Secretary