



Town of Clayton  
Street Committee Meeting Minutes  
Tuesday, January 17, 2023  
Town Hall, 414 Main Street, Clayton

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<b>Attendance:</b>	Chairperson:	Mr. Carrow
	Committee Members:	Mr. Paisley Ms. Spencer Mr. Pedigo
	Councilors:	Mayor Smith
	Staff:	Robert Cote, Town Manager Lt. Harvey Scott Dave Ross, Director of Public Works Melissa Knight, Recording Secretary
	Guest:	Austin L. Moorhead
	Absent:	

**1. Call to Order**

Mr. Carrow called the meeting to order at 6:30 p.m.

**2. Old Business**

**3. New Business**

- a. **Parking issues on North & South Longwood Lane and the circles on Old Creek Drive and Island Lane (issue with PW vehicles and Emergency vehicles having trouble getting down these streets if cars are parked on both sides)**

The Chief from Clayton Fire Company is in attendance.

The item was brought to the committee's attention due to the Public Works Department and the Fire Department having issues accessing certain streets when vehicles are parked on both sides. The Fire Department has recently purchased a new apparatus that is more cumbersome than before and mobility in some areas in town are very tight. The areas of concern are North & South Longwood Lane, the

circles in Providence Crossing, Old Creek Lane and Island Lane and also Spelt Drive in Grain Mill Station.

Mr. Ross stated the complaints started coming into the Code Enforcement regarding vehicles doubled parked on Old Creek Lane and Island Lane. Public Works was having trouble accessing these streets with the leaf machine and yard waste truck. Longwood Lane has been an ongoing issue. Everyone has a driveway it seems as if everyone parks on the street.

We are not considering no street parking in the areas; our thought process is to eliminate parking to one side of the street in concerned areas. On the circles the residents would be able to park on the resident side and Spelt Drive there is designated pull-in spots for parking and residents are parking on the curve. When Santa Claus was going around town the fire truck could not access the curve to turn around. The Chief stated they had an issue about a month ago having access on Longwood Lane to get the Command vehicle (Tahoe) to an outside fire. It seems as though more people are parking on the streets instead of their driveways.

Ms. Spencer stated she has noticed in Grain Mill Station that residents park on the streets so they do not have to jockey vehicles around. Mr. Paisley said a solution would be the committee recommending the Mayor to reach out to the HOA to address this issue with the residents.

Mr. Paisley stated Chesapeake Lane in Providence Crossing and Abruzzi Lane in Old Country Farm are some other areas of concern. What is the mechanism the town needs to deploy to get the issue resolved?

Mr. Carrow stated this would be totally up to the committee. His recommendation to Council would be to approve no parking signs in the loops of the streets (Old Creek, Island and Spelt) and one side of the street on Longwood Lane. The other streets would need to be addressed at another meeting since they are not listed on the agenda. If we just ask the residents to limit parking to one side the town would not be able to enforce it. The areas would need to be marked to be enforced by the Police Department.

Lt. Scott stated it needs to be marked to be enforced. Be prepared for push back from Longwood Lane. Their driveways are small anyway. It's going to be a constant battle with residents. A \$10.00 parking ticket is not going to have a big consequence for parking in a no parking area.

Mr. Cote, when I do my drive through town it is difficult in areas with his vehicle. This is a safety issue, the push back we can deal through that. Since I'm new with this process what are the steps that need to be taken to get the no parking signs approved.

The committee would send a recommendation to Council. The Mayor has set new guidelines for Council Meeting agenda items, the committee will recommend an item to be discussed and voted on by Council. Prior when the committee meeting minutes would be approved the items on the committee agenda would be addressed accordingly to the recommendation of the committee.

Mr. Paisley, do we have these signs in inventory? Currently, the signs are not in stock, the lead time for the signs is approximately one (1) week.

Mayor Smith stated he sees no issue with the circles. In the Town's best interest is to hold a workshop inviting the residents on Longwood Lane to discuss the parking issue. We need to take in consideration residents that may be handicap, etc.

Mr. Carrow stated let's address all the parking issues at a workshop and invite all residents in the problem areas. Lt. Scott stated he would go door to door to take heat off the department.

Mr. Ross stated that he would give the Fire Department more presents on Longwood Lane.

**b. A program to replace all fluorescent street lights in Town with LED street lights (increase public safety and will save the town money)**

Smyrna recently replaced their lights with LEDs. DEMEC has a program called Energy Efficient and DNREC has a program as well. No cost estimate available at this time. We would need to check inventory and check pricing for purchasing additional LED lighting. Look at adding additional lighting on the streets. Come back to the committee with a cost estimate and move forward from that. The Public Works Crew has been replacing lights with LEDs over the last year or so.

Mr. Paisley feels this is a great idea. Sometimes it may seem that the lights are out but they have shut off due to overheating.

Mr. Pedigo agrees that changing the lights to LED is a good idea to alleviate the on and off.

Mr. Carrow stated that Smyrna has noticed a decrease in the pedi-mischief since the LED lighting has been installed.

Ms. Spence also agrees and is one of the topics that has been discussed in Grain Mill Station. Grain Mill Station lights are pretty dim even though they are new lights.

Mr. Carrow spoke to someone from Smyrna Electric. They have some developments that have LED lighting that illuminate the sidewalk and street not towards the house.

Mr. Ross stated that when the lights go back they have installed LED lights. The old lights are very hard to come by because of the high demand for LED. As far as, the developments they go through an illuminating study that is why there are so many within a certain distance.

Mr. Carrow stated there are no street lights on N. Bassett Street around the curve and past Clayton Courts going towards Smyrna High School. The committee is in agreement to move forward on the project. The information will be brought back to the committee for recommendation to Council at a later date.

Mr. Cote will reach out to his contact at DEMEC to see exactly what is needed on the Municipal side to get the ball rolling.

Mr. Ross stated that Public Works Crew are able to install the LED lights.

Mr. Cote stated the purchase of materials would be either a rebate or a discount.

**c. 2023 list of streets to be paved**

No streets were paved last year with the sewer project. Do we have the Public Works Director and Town Manager forward a list to the committee of streets to be paved in 2023?

Mr. Paisley suggested Dickerson Street be paved. This street is a state maintained road. Municipal Street Aid funds are used for Town maintained roads and sidewalks. The following streets are State maintained roads: School Lane, Main Street, Clayton Avenue, Bassett Street to 300 (the bridge is the only state maintained on Bassett) and Duck Creek Road.

Mr. Carrow has a list of streets that he has noticed to be paved. We don't want to pave a street that is going to be affected by the sewer project. Mr. Carrow submitted his list of streets to be paved: Hudson Street from Main Street to West Street, West Street to Highland Avenue.

Mr. Ross a portion of West Street will have some work done with the sewer project. He did not see anything on the sewer project from the Town garage on West Street to Highland Avenue. Wilson Avenue is on Mr. Ross's list as long as no sewer work to be done, patch work on Hudson Street at the alley, S. Bassett Street if we have snow it may not survive the winter, water leak patches – N. Rodney Street, Wheatley's Farm Drive and Sammon Drive (Wheatley's Farm Single Family Homes), manholes if they fall under this.

Mr. Carrow stated he has enough confidence in the Director of Public Work and Town Manager to take the lead of the project and know the amount in the account.

Mayor Smith stated that once they have a list of streets to be paved the items would need to be listed on Council Agenda for approval from the Municipal Street Aid Account. The committee is good with having the list go to Council for approval.

- d. **Improve the safety at the intersection of S. Rodney Street & Wheatley's Pond Road (see if we can have the traffic light turned on for full function, see about moving the telephone pole located on the corner by the liquor store that block view of west bound traffic; does S. Rodney Street need to be widened to make it easier for vehicles turning onto S. Rodney Street**

The traffic light at S. Rodney Street and Route 300 is blinking. Mr. Carrow would like to see this light fully functioning. He believes Walmart was required to install the light during the construction phase of the distribution building by DelDOT for future needs. I feel the need is now. The traffic in this area around 4 p.m. to 6 p.m. is a nightmare coming out of the Industrial Park.

Lt. Scott stated the Clayton Police Department has tried to get the light at the intersection fully functional. The Police Department was asked to have a traffic study done and showing reports of traffic accidents in that area in a 3-month span. In the 3 months there were 42 accidents DelDOT came back stating the issue of having the traffic light fully functional is the train track that crosses Route 300. The Police Department was shut down. Lt. Scott said at Eden Hill in Dover there's a traffic light fully functional with train tracks. There was no discussion with the Town's representatives.

Mr. Carrow asked if Smyrna Police Department had any input.

Lt. Scott stated no. Then the traffic study is scheduled they will ask when the busiest traffic hours in the area is from 6 a.m. to 9 a.m. and 3:00 p.m. to 6 p.m. DelDOT conducts the traffic studies and have their own perimeters. Lt. Scott stated at School Lane people just get tired of waiting and they roll the dice pulling out in traffic.

Mr. Pedigo stated there are traffic signals that are in sequence with train track signals. In New Castle County Route 40 there is a train track traffic light that will go red when the train is present. Train Companies are historically difficult to deal with.

Lt. Scott stated that a traffic light should be installed at School Lane and that would stop traffic going east to not cross the train track.

Mayor Smith stated that happens every day on Route 299 in Middletown and there is a sign stating Do Not Stop On the Tracks.

Mr. Pedigo said the only way the train track would entertain it is if Bassett Street was a cul-de-sac. The amount of traffic on Bassett Street would be a nightmare.

Ms. Spencer avoids this area if making a left onto Route 300. There's a meeting scheduled at Citizen Hose regarding the intersection of Route 300 and Route 6 with vehicles traveling east making a left on Route 6. So that may have an effect on the traffic flow depending on what the project is.

Mayor Smith, the ultimate goal is why was the traffic light installed if it's not going to be turned on.

Mr. Carrow stated he knows for a fact that Walmart has requested the traffic light be turned on because they called Smyrna Police Department to see what needed to be done. They were instructed to contact DelDOT.

Lt. Scott, he'll contact the trucking department at Walmart and Smyrna Police Department to get additional information to submit to DelDOT to see about getting the traffic light turned on.

Mr. Carrow asked the Town Manager to talk to the Town of Smyrna Town Manager and the Police Department to Chief at Smyrna Police Department and maybe get the other businesses on Artesian Drive for their input and talk to the Town's representatives. There will be more traffic with the apartment complex on S. Rodney Street at the intersection.

Lt. Scott and the Town Manager will touch base with all parties involved to get as much input as possible.

Mr. Carrow stated that the Fire Department may want to submit something on the Town's behalf in having the light fully functional.

Is the committee fine with the direction that has been discussed? Yes.

The other issue is the Stop sign on S. Rodney Street, the first thing you see as you look left is the utility pole. This pole does not belong to the Town of Clayton. What would need to be done to get the pole moved?

Mr. Ross stated you have a better chance of getting the light turned on. That is DPL pole. There is more than just moving the pole. If you move a pole there is another pole that needs to be added as a guide pole that may block the traffic if you turn right. If the light is turned on drivers won't have to worry about looking left to make the turn. The Boss Liquor sign is not an issue. If you are traveling westbound on Route 300 it is hard to make the right onto S. Rodney Street you cannot make it, you have to let them go before making the turn.

Mayor Smith stated the letter needs to address all the intersection issues in one letter.

Mr. Pedigo stated that if there is construction at the intersection it would be a lot easier to have the pole moved.

Mr. Carrow if we ask DelDOT in a letter to have the light turned on and the utility pole moved.

Mr. Pedigo if the state would incorporate the re-construction of the bridge, intersection of S. Rodney Street and Route 300 and turning on the traffic light that would be great. The state is going to add loops in this area anyway.

The main factor in the traffic study would be the amount of traffic in the area. Would it be beneficial to delay this a couple of months even though it's a pressing issue until all the residents in the apartments? This would show a traumatic traffic increase at the intersection.

Mayor Smith that stated with the addition 50 apartments the state can equate that into the traffic study.

Mr. Pedigo stated the State of Delaware wanted Middletown to widen Route 299. Middletown kept fighting the widening. Now this area it can take you an hour to get from one side of Middletown to the other. If the traffic study saw this 35 years ago they can surely figure out the amount of traffic that will be passing through this intersection with 50 apartments.

Mr. Carrow stated in the letter to DelDOT lets incorporate the traffic light, the reconstructing the intersection and sight problem with the utility pole.

**e. Guardrails on both sides of the bridge on S. Rodney Street**

Mr. Ross brought this to Mr. Carrow's attention. With the widening of S. Rodney Street there is a pretty good gap between the bridge and the shoulder of the road. Our concern is that someone could possibly run off the road into the creek.

Mr. Pedigo has prior experience with this in his previous job. There may be some things that DelDOT will not allow the Town to do to meet specific qualifications in installing guardrails or on a state owned bridge.

Mr. Carrow's thought is to have a letter drafted to our representative voicing our concern about the bridge asking for guardrails installed.

Mr. Pedigo said the way guardrails work it is designed based on road speed length needed for distance behind the guardrail. The guardrail needs to be attached to the bridge wall. Looking at the bridge it looks like the bridge wall is too short and narrow and would not sustain a collision. It would possibly damage the bridge which could put someone in further danger. In my personal opinion I do not see DelDOT allowing a guardrail to be installed. The length and the need requirements may not be met with the distance on the east side turning off Route 300. By putting the issue on DelDOT they may come up with some kind of solution. There are "narrow bridge"



signs that may be a possible solution. I agree with addressing the bridge concern to DeIDOT as a public safety concern. The committee agreed to send a letter to address the Town's concern.

Mr. Pedigo suggested three (3) different letters to address the Town's concerns.

***Mr. Paisley made a motion to have the Town Manager draft a letter voicing the Town's safety concerns regarding the narrow bridges on S. Rodney Street and S. Bassett Street possibly installing guardrails, seconded by Mr. Pedigo. Motion carried unanimously.***

**f. Replacing bridge on S. Bassett Street**

Mr. Carrow stated the committee has a letter that Mr. Paisley has drafted to DeIDOT. The construction integrity has been in question of the bridge giving in the bridge was put in in 1930 and the amount of traffic traveling over the bridge. A conversation with an elected office suggested the Town submit a letter to DeIDOT addressing their concerns of the bridge structure. The committee has the option to submit as is or make adjustments to the letter.

***Mr. Paisley made a motion to submit a letter to Council regarding the bridge structural concerns on S. Bassett Street to be mailed to DeIDOT. The motion was rescinded. Mr. Paisley stated the letter has signature spots for the Mayor and Council to sign the letter for submission to DeIDOT. Mr. Paisley amended the motion to submit a letter to DeIDOT regarding the bridge structural concerns on S. Bassett Street to be mailed to DeIDOT, seconded by Mr. Pedigo. Motion carried unanimously.***

**g. Ask our elected official for funding street scape from N. Bassett Street to Highland Avenue (new sidewalks and crosswalks so they are ADA compatible, antique street lights, benches and flower boxes, similar to what Smyrna did on S. Main Street)**

This item was discussed in an Economic Committee Meeting approximately four (4) years ago, on how to make Main Street more attractive for people visiting Clayton. Mr. Carrow stated if Council would approve the streetscape project he will reach out to our representatives to see about assisting funding the streetscape project.

Phase One from Bassett Street to Highland Avenue 1340' estimated. The project would consist of:

1. Roadway - Milling and new overlay
2. Curbs - Totally replace from Bassett Street to Highland Avenue both sides of the street. Make them handicapped accessible. Can Street be made wider by moving curbs back to sidewalks?
3. Sidewalks - Totally replace from N. Bassett Street to Highland Avenue both sides



4. Utilities - Discuss moving electric poles especially RR Tracks to Clayton Avenue?  
Pro's and Con's Christmas lights for instance

The utility poles are used for the Christmas Lights. By removing them what would our options be for installing the Christmas decorations. This may cause an issue with the residents not having the decorations over Main Street.

Mayor Smith stated the cost for having the utilities re-located would need to be evaluated.

Mr. Pedigo stated he would not like this idea of not having the Christmas decorations over Main Street.

5. Lighting – Installing street lighting like on East Street but closer together like Smyrna did on S. Main Street. Get information on electronic signs for street lights having speakers for seasonal music.

Townsend did a project similar approximately 6 to 7 years ago. Their lights are about 50' apart and Smyrna's are about 20' apart. Mr. Carrow is thinking 30' to 35' apart for the lighting.

This project would probably be drawn up by DeIDOT.

6. Signage – Replace normal metal street sign posts with black antique looking posts
7. Accessories – Install new park benches, trash cans and flower boxes & possible trees where room promotes, especially from N. Bassett Street to Clayton Avenue.

Mr. Paisley stated that he likes the idea. From a legal standpoint regarding the benches how would that work?

Mr. Carrow the benches would be installed between Bassett Street and Clayton Avenue, not installed in front of residential property.

Mr. Pedigo stated as everyone knows there is a sight issue at Clayton Avenue. He's not sure about having the curb pushed back to the sidewalk, maybe going back a couple of feet would help. These streets were designed with narrow vehicles.

Mr. Carrow if we wanted to move the curb this would be the time to do that during the project instead of visiting it at a later date. When Clayton Avenue was paved a few years ago it would have been nice to have the curbing pushed back during the paving project.

Mayor Smith stated the curbs would not be able to move because the utility pole is against the pole now. The poles would have to be moved or a bump out would have to be installed for the utility poles. The committee would need to speak with someone that knows the steps on which items need to be installed first and so on.

Mr. Pedigo stated the maintenance strip is beneficial to homeowners during a snow event where the snow from the street and sidewalk goes there. If that maintenance strip is removed where are residents going to put the snow when they are shoveling it.

Mr. Cote stated these are all good ideas to make the Town look nicer. I am all for it. I think we need to do smaller phases, doing the sidewalks and utility poles then adding the benches, planters, and trash cans after that.

Mr. Carrow the biggest ticket item is the lighting.

Mr. Cote the widening of the road, poles and adding bumps we are just putting a lot on paper that we won't get any of it done by just making it more manageable with a few items at a time would be more beneficial.

Mr. Pedigo stated that DelDOT does streetscape in multiple phases. The Town would present our ideas to the department and they would work schedule the different phases appropriately.

DelDOT would manage the project.

Mr. Cote stated that he could get in touch with Representative Carson regarding the streetscape project on how to get the ball rolling.

Mayor Smith, just a couple of items in mind. The Town has three (3) projects going on at the present time: Sewer there are areas going to get dug up, Stormwater a lot of storm drains will be dug up with this project and Artesian is supposed to report to the Town the water mains and service lines project in the Town. In the next 10 years there is a lot of infrastructure that is going to affect sidewalks and streets. All this needs to be factored in prior to asking the State that it be torn up a year later. The Town doesn't have the study done yet for the Stormwater.

Curbs on Main Street have been replaced in the last 12 to 15 years. When replacing the curbs on Main Street the contractor ran into issues with the utilities. The sewer clean-out for the residents is between the curb and sidewalk.

Mr. Carrow, is any of the sewer infrastructure affecting Main Street. Mr. Ross stated he would need to look at the specs if Main Street is scheduled for any type of sewer lining.

Mr. Carrow, this is at least going to be a couple year project.

Mr. Cote stated he will reach out to Representative Carson this is something we want to consider. Representative Carson may recommend the timeline with all the other projects the Town is currently involved with.

Is the committee good with having the Town Manager speak with our representatives on the direction of what the Town of Clayton is seeking on the streetscape project? The item was tabled to get more information from representatives.

***h. Spelt Drive in Grain Mill Station to get a list of parking issues***

This item was discussed with item “a” of the agenda.

**4. Scheduling of Next Meeting**

No meeting scheduled at this time.

**5. Adjournment**

***Ms. Spencer made a motion to adjourn the meeting at 7:55 p.m., seconded by Mr. Paisley. Motion carried unanimously.***