

Lewes BPW Workshop  
May 15, 2023  
BPW Conference Room  
9:30 am

**1. Welcome, Call the meeting to order.**

**2. Roll Call**

**Board Members**

*Thomas Panetta*

*Earl Webb*

*D. Preston Lee, P.E.*

*Richard Nichols*

**Ex-Officio Members**

*Andrew Williams, Mayor*

*Austin Calaman, General Manager*

*Robin Davis, Assistant General Manager*

*Michael Hoffman, Legal counsel*

**3. Executive Session-** *A strategy session including those involving legal advice or opinion from attorney-at-law where an open meeting could have adverse effect on the position of the public body with respect to pending or potential litigation and personnel matters in which the names, competency and abilities of individual employees or students are discussed, unless the employee or student requests that such a meeting be open.29 Del C § 10004(b)(4), (b)(9). Review of executive minutes from:*

<i>November 16, 2016</i>	<i>December 27, 2018</i>	<i>July 31, 2019</i>	<i>August 20, 2019</i>
<i>August 28, 2019</i>	<i>September 25, 2019</i>	<i>September 9, 2019</i>	<i>October 4, 2019</i>
<i>December 3, 2019</i>	<i>December 11, 2019</i>	<i>January 7, 2020</i>	<i>January 22, 2020</i>
<i>February 4, 2020</i>	<i>February 13, 2020</i>	<i>February 20, 2020</i>	<i>February 25, 2020</i>
<i>February 26, 2020</i>	<i>April 8, 2020</i>	<i>April 14, 2020</i>	<i>April 22, 2020</i>
<i>May 27, 2020</i>	<i>June 12, 2020</i>	<i>June 24, 2020</i>	<i>July 22, 2020</i>
<i>August 26, 2020</i>	<i>September 9, 2020</i>	<i>September 16, 2020</i>	<i>September 23, 2020</i>
<i>October 1, 2020</i>	<i>November 4, 2020</i>	<i>November 16, 2020</i>	<i>November 20, 2020</i>
<i>December 9, 2020</i>	<i>August 19, 2021</i>	<i>September 9, 2021</i>	<i>September 22, 2021</i>
<i>October 18, 2021</i>	<i>October 28, 2021</i>	<i>November 15, 2021</i>	<i>December 8, 2021</i>
<i>January 26, 2022</i>	<i>February 10, 2022</i>	<i>February 16, 2022</i>	<i>February 22, 2022</i>
<i>March 9, 2022</i>	<i>March 23, 2022</i>	<i>April 6, 2022</i>	<i>April 27, 2022</i>
<i>May 25, 2022</i>	<i>June 9, 2022</i>	<i>June 21, 2022</i>	<i>June 29, 2022</i>
<i>July 12, 2022</i>	<i>July 21, 2022</i>	<i>July 27, 2022</i>	<i>August 4, 2022</i>
<i>August 17, 2022</i>	<i>August 24, 2022</i>	<i>September 28, 2022</i>	<i>October 26, 2022</i>
<i>November 9, 2022</i>	<i>November 30, 2022</i>	<i>December 7, 2022</i>	<i>December 28, 2022</i>
<i>January 25, 2023</i>	<i>February 21, 2023</i>	<i>February 22, 2023</i>	<i>March 22, 2023</i>
<i>March 29, 2023</i>	<i>April 5, 2023</i>	<i>April 26, 2023</i>	

**ACTION:** *Mr. Nichols motioned to adjourn to executive session. Mr. Lee seconded the motion, which passed unanimously. Mr. Owen not present.*

**4. Return to open session.**

**ACTION:** *Mr. Nichols motioned to return to open session. Mr. Webb seconded the motion, which passed unanimously. Mr. Owen not present.*

**5. Discussion and action on items from Executive Session, if applicable.**

**ACTION:** Mr. Lee motioned to approve executive minutes from November 16, 2016, and December 3, 2019. Mr. Nichols seconded the motion. Mr. Lee and Mr. Owen are eligible to vote. Mr. Lee voted yay and Mr. Owen was not present. Motion passed.

**ACTION:** Mr. Lee motioned to approve executive minutes from December 27, 2018, February 25, 2020, February 20, 2020, and January 7, 2020. Mr. Nichols seconded the motion. Mr. Lee and Mr. Panetta are eligible to vote. Mr. Lee and Mr. Panetta voted yay. Motion passed.

**ACTION:** Mr. Lee motioned to approve executive minutes from January 22, 2020, February 26, 2020, August 20, 2019, February 13, 2020, June 24, 2020, October 4, 2019, July 31, 2019, June 12, 2020, February 4, 2020, May 27, 2020, December 11, 2019, April 14, 2020, July 22, 2020, April 8, 2020, September 9, 2019, August 28, 2019, September 25, 2019, April 22, 2020, August 26, 2020. Mr. Nichols seconded the motion. Mr. Lee, Mr. Panetta, and Mr. Owen are eligible to vote. Mr. Lee and Mr. Panetta voted yay and Mr. Owen was not present. Motion passed.

**ACTION:** Mr. Nichols motioned to approve executive minutes from January 25, 2023. Mr. Webb seconded the motion. Mr. Panetta, Mr. Webb, Mr. Nichols, and Mr. Owen are eligible to vote. Mr. Panetta, Mr. Webb, and Mr. Nichols voted yay. Mr. Owen not present. Motion carries.

**ACTION:** Mr. Lee motioned to approve executive minutes from September 9, 2020, September 23, 2020, December 9, 2020, November 4, 2020, October 1, 2020, November 20, 2020, September 16, 2020, and November 16, 2020. Mr. Webb seconded the motion. Mr. Lee, Mr. Panetta, Mr. Owen, and Mr. Webb are eligible to vote. Mr. Lee, Mr. Panetta, and Mr. Webb voted yay. Mr. Owen not present.

**ACTION:** Mr. Nichols motioned to approve executive minutes from December 7, 2022, and December 28, 2022. Mr. Webb seconded the motion. Mr. Lee, Mr. Panetta, Mr. Webb, and Mr. Nichols are eligible to vote. Mr. Lee, Mr. Panetta, Mr. Webb, and Mr. Nichols voted yay. Motion carries.

**ACTION:** Mr. Lee motioned to approve executive minutes from February 16, 2022. Mr. Nichols seconded the motion. Mr. Lee, Mr. Panetta, Mr. Nichols, and Mr. Owen are eligible to vote. Mr. Lee, Mr. Panetta, and Mr. Nichols voted yay. Mr. Owen not present. Motion carries.

**ACTION:** Mr. Nichols motioned to approve executive minutes from September 9, 2021, August 19, 2021, October 28, 2021, December 8, 2021, November 15, 2021, January 26, 2022, March 23, 2023, June 9, 2022, October 18, 2021, April 27, 2022, September 22, 2021, May 25, 2022, March 9, 2022, February 10, 2022, February 22, 2022, June 29, 2022, July 27, 2022, July 21, 2022, August 4, 2022, July 12, 2022, August 17, 2022, February 21, 2023, November 30, 2022, October 26, 2022, February 22, 2023, November 9, 2022, September 28, 2022, March 29, 2023, April 5, 2023, April 26, 2023, March 22, 2023, June 21, 2022, and April 6, 2022. Mr. Webb seconded the motion. Mr. Lee, Mr. Panetta, Mr. Nichols, Mr. Webb,

*and Mr. Owen are eligible to vote. Mr. Lee, Mr. Webb, Mr. Nichols, and Mr. Panetta voted yay. Mr. Owen not present. Motion carries.*

**6. Adjournment**

**ACTION:** *Mr. Nichols motioned to adjourn. Mr. Webb seconded the motion, which passed unanimously. Mr. Owen not present.*

President Panetta adjourned the meeting at 11:43am.

Respectfully Submitted  
Sharon Sexton  
Executive Assistant