



# THE MUNICIPAL MAILER

FALL

2013

P.O. Box 246 / 310 Institute Street  
Smithfield, VA 23431  
Phone: (757) 365-4200

**Town Council Members:**

T. Carter Williams, Mayor  
Andrew C. Gregory, Vice Mayor  
Constance Chapman  
Randy Pack  
Michael G. Smith  
Denise N. Tynes  
Dr. Milton Cook

**Town Manager:**

Peter M. Stephenson  
(757) 365-9505  
pstephenson@smithfieldva.gov

**Town Council meets on the first Tuesday of each month at the Smithfield Center, located at 220 N. Church Street, Smithfield, Virginia.**

Check out Charter cable Channel 6 for more town news or the town's web site: [www.smithfieldva.gov](http://www.smithfieldva.gov)

**Also follow us on Facebook:**

Town of Smithfield  
Smithfield Center  
Smithfield Police Department  
Smithfield & Isle of Wight Tourism  
Friends of the Park

**Isle of Wight Emergency Alert System:**

Register at [www.iwalert.net](http://www.iwalert.net)



Williams H. Riddick, III and Mayor T. Carter Williams. Mr. Riddick has served as the town's attorney for 20 years beginning in May 1993. The Town Attorney is appointed by the Smithfield Town Council. Bill is a partner in the local law firm of Riddick Babineau, PC.

On January 15, 2014 Constance H. "Connie" Rhodes will be stepping down from her long held position as President and CEO of the Isle of Wight-Smithfield-Windsor Chamber of Commerce. Ms. Rhodes transitioned the Chamber from a small to mid-sized organization, one focused on skillfully addressing the issues and trends affecting the business community. During her tenure, the Chamber emerged as a major player in leadership and strategic planning for Isle of Wight County, its two towns and Hampton Roads. Connie is a Past President of the Virginia Association of Chamber Executives, a past member of the Board of Directors of the Virginia Chamber of Commerce, and she was honored by her peers while with our Chamber, being named Virginia's Top Chamber Executive of the Year.



"The Town of Smithfield has always had a very positive working relationship with Connie and her staff at the Chamber. I really appreciated her volunteering to serve as the liaison with the business community during our final phase of streetscape improvements downtown, and I most recently enjoyed our interaction while chairing the Chamber's leadership program this year", comments Town Manager Peter M. Stephenson. Vice Mayor Andrew C. Gregory serves as the Town Council representative on the Chamber Board of Directors. He reflected, "Under her leadership, Connie Rhodes has helped develop a growing, thriving Chamber of Commerce that will positively impact the business community now and for years to come. It has been my pleasure to serve on the Chamber Board during her tenure. Her passion, guidance, and hard work will be sorely missed."

# *Treasurer's Office*

## **TAX REMINDER**

**PLEASE READ ALL OF THE INFORMATION BELOW AS IT HIGHLIGHTS IMPORTANT TAX DEADLINES FOR 2013 and 2014**

**IN ORDER TO AVOID PENALTIES AND INTEREST, PAYMENTS MUST BE MADE OR POSTMARKED BY THE DUE DATES. IF YOU HAVE QUESTIONS, PLEASE CONTACT THE TREASURER'S OFFICE AT 365-4200.**

### **ON-LINE BILL PAYMENT**

The Town's on-line bill payment system is operating through the Town's website, [www.smithfieldva.gov](http://www.smithfieldva.gov). The link is listed under **Online Payments** on the home page of the website. This option may be used to view or pay real estate and personal property taxes. **Please note that the department numbers for 2013 tax bills will be RE2013 and PP2013 for real estate and personal property respectively.** There is also a **Payment Help** section if more explanation or assistance is needed.

### **2013 REAL ESTATE TAXES**

All **2013 real estate taxes** are due by **CLOSE OF BUSINESS (5:00 p.m.) on December 5, 2013**. If the tax payment was mailed, the envelope must be **postmarked** no later than **December 5** to be considered current. A *minimum* \$10.00 or 10% penalty (not to exceed the assessed value of the property) will be added to any unpaid balances as of **December 6, 2013**. On **January 1, 2014** interest will accrue on delinquent balances including penalty at the rate of 10% per annum. Also, if you expected your real estate tax to be paid by your mortgage company, but the bill came to your home, you will need to contact your mortgage company to make payment arrangements. Mortgage companies must make a request in writing each year before the Town will forward the bill to them.

### **2013 PERSONAL PROPERTY TAXES**

Personal property taxes are also due on **December 5**. Payments must be **postmarked** or remitted by **CLOSE OF BUSINESS (5:00 p.m.)** on the due date. A *minimum* \$10.00 or 10% penalty (not to exceed the assessed value of the property) will be added to any unpaid balances as of **December 6, 2013**. **Please note that penalty is applied separately to each item on a tax ticket** and is calculated on the net tax after tax relief. On **January 1, 2014** interest will accrue on delinquent balances including penalty at the rate of 10% per annum. **Taxpayers are not relieved of the responsibility for payment by the due date if they do not receive their tax bills in the mail.** Town clerks are on hand to assist with this information in the event that a bill becomes lost or is undeliverable.

### **2013 PERSONAL PROPERTY TAX RELIEF**

The Town receives a lump sum payment of \$240,794.89 for personal property tax relief from the State. Because this payment does not change or account for growth, the Town must recalculate its car tax relief rate annually in order to collect 100% of its allowable billing. The tax relief rate for 2012 was 54%. The tax relief for 2013 has not yet been determined but will not exceed 50% as approved by Town Council on October 1, 2013.

### **VEHICLE LICENSE TAX**

The vehicle license tax is shown in a separate column on the personal property tax bill. This tax is then added to the total tax for each vehicle.

### **BUSINESS LICENSES DUE APRIL 15, 2014**

Business Licenses are due each year on April 15. A 10% penalty will be added to those purchased after the due date, and interest at the rate of 10% per annum will be added as of May 1. A copy of the applicant's Schedule C is required as backup for reported gross receipts. New businesses may contact the Treasurer's office at any time during the year for purchase of a business license. The first year's license may be based on estimated gross receipts.

# Planning Department and Public Works



## Code Compliance Corner Fall 2013



Hello to all Smithfield residents from your planning technician/ code enforcement official, Joseph Reish. I would like to take this opportunity to thank all of the Smithfield residents for doing their part in keeping the Town looking great. For this newsletter, I offer a few suggestions to all the fine residents of Smithfield.

**Signs** - Many business owners and residents seem unaware that the Town of Smithfield requires a sign permit before putting up or installing signs. Please be aware that most types of signs require a sign permit. The only type of signs that do not require a sign permit are political and real estate signs that are placed on private property, all other types of signs require a permit. Signs in the historic district require Board of Historic and Architectural Review approval, as well as a sign permit. Please contact the Planning Department before buying/constructing and installing any type of signage. Not only is putting up a sign without a permit a violation of Town Ordinance, you may not be able to use the sign that you have invested time and money into if the sign does not meet the requirements of the Town Ordinance.

**Leaf Debris** - With the fall season already here, many yards will soon be covered in fallen leaves. If you choose to rake leaves that fall on your property, please be aware that placing them in the street and/or curb and gutter or drainage ditch is not an appropriate disposal method and a violation of town code. Leaves that are placed on the street and in the curb and gutter wash into the storm drain system and ditches, causing drainage problems, and can eventually end up in the Pagan River. The best solution to your leaf problem is to call A.V.E.S. (All Virginia Environmental Solutions) at 757-357-9997 for details on leaf removal. Keep in mind that A.V.E.S. does not charge for removing up to 10 bags of leaves that weigh less than 50 pounds each, but you must call A.V.E.S. before placing the bagged leaves at the curb or they will not pick them up.



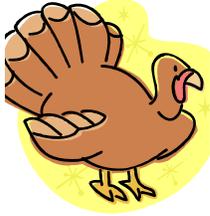
**Building Numbers**- Some of the houses in Smithfield do not have visible street/ building numbers. Every building in Town is required to have building numbers attached to the house that should be visible from the road. Not having building numbers not only makes it harder for emergency services to locate you, it is also a violation of Town Code. Please make sure that your building/street numbers are easily readable from the street.

Feel free to contact the Smithfield Planning Department with any questions or concerns, at (757) 365- 4271, or by e-mail at [jreish@smithfieldva.gov](mailto:jreish@smithfieldva.gov)

Thanks again for keeping Smithfield beautiful. We can all work together to keep Smithfield a wonderful place to live.

Joseph Reish,  
Planning Technician

## *Planning Department & Public Works*



### **Thanksgiving Holiday Recycling Collection Schedule**



There will be no recycling collection in the Town of Smithfield on **Thursday, November 28<sup>th</sup> 2013** or **Friday, November 29<sup>th</sup>, 2013** in observance of the Thanksgiving Holiday. There will be no makeup days during this holiday week

### **Special Collection For Christmas Items**



Moody's/AVES will provide free pickup service for Christmas type items (such as boxes and wrapping paper) for all town residents on **December 26 and December 27, 2013**. **Please place all items at your curbside with your regular recycling on your regular collection day.** Please contact Moody's/AVES at 357-9997 with any questions.

### **Remembering Kenny**

It is with great sadness that we share this news that Public Works Mechanic **Kenneth “Kenny” Clark** passed away at his Isle of Wight County home on his 47<sup>th</sup> Birthday, September 30<sup>th</sup>. He is pictured here in a photograph taken for an employee spotlight article published in our town mail out newsletter several years ago. Kenny worked for the town just shy of ten years. Our thoughts and prayers go out to his wife Marie and his other family members.



# Just a Reminder....

**Please Thoroughly Rinse All Items!**



**SINGLE STREAM**



## RECYCLABLE ITEMS:

- Newspapers, Magazines, Catalogs
- Cardboard (please break down boxes  
**NO WAX**)
- Paperboard (cereal, tissue, shoe boxes,  
etc.;  
please flatten and remove all plastic)
- Telephone and Soft Cover Books
- Junk Mail and Envelopes (all types)
- Paper (all colors - please remove  
rubber bands and plastic wrap.)
- Milk and Juice Cartons (no wax)
- Plastic bottles (marked #1 or #2)
- Soda, Juice, and Water Bottles  
(glass or plastic)
- Food Containers (marked #1 or #2)
- Glass Bottles and Jars (any color)
- Aluminum (pie plates, trays, foil, etc.)
- Metal Cans (tin, steel, aluminum)
- Milk Jugs, Bleach, Detergent, and  
Shampoo Bottles

## ITEMS NOT ACCEPTED IN SINGLE STREAM

### RECYCLING:

- Unmarked Plastic (toys, chairs, laundry  
baskets, etc.)
- Light Bulbs
- Foam Packing or Styrofoam
- Motor Oil Containers
- Aerosol Cans (including paint, household  
cleaners, hair spray, etc.)
- Electronics
- No Plastic Bags
- Hazardous Materials
- No Cardboard Containers With Wax
- Cartons With Wax

**If you have any questions about acceptable items or recycling services contact Moody's/AVES at 357-9997.**

## The Smithfield Thin Blue Line



### **Beware of Auction Shipment Loopholes Scams**

**How it works:** Every day people use Amazon, eBay and PayPal to conduct sales transactions on the internet. Where there is business enterprise, there are scammers. There are a couple of variations on the online auction shipment scam. The first is an eBay/PayPal scam in which buyers take advantage of a loophole in the PayPal policy. The buyer requests you ship the item to an address different from the one listed on the invoice. Since PayPal only recognizes the address listed on the invoice, the buyer can cancel payment after you have sent the item. Since you sent it to a different address than that on the invoice you have lost your PayPal payment guaranteed protection. In another variation, someone will purchase an item from your seller's account on Amazon. They will receive the item and often leave you good feedback making you assume the transaction is over and satisfactory to the buyer. You then receive an email from Amazon stating the buyer did not receive their merchandise. When you go to prove the buyer did receive it and left good feedback you find the feedback has been removed. You are stuck with a negative credit on your seller's account after Amazon refunds the buyer their money. **How to avoid:** In the eBay/PayPal scenario, only ship to the invoiced address. This will ensure your payment guarantee is not nullified. Get a tracking ID for any packages over \$100 in value, it costs more but will protect you. In the Amazon scam make sure to have a tracking ID on the package and send items with a signed return receipt request. This costs more but you have proof the buyer received their item. Often this is all the proof Amazon requires.

### **Smithfield Police Department's 2013 National Night Out Against Crime Event News Highlights**

On August 6, 2013, Smithfield hosted its National Night Out 30<sup>th</sup> anniversary event celebration at the Luter Family YMCA. There were many interactive children's activities, health, and crime prevention exhibits. Several agencies were on hand with educational materials and services. The Isle of Wight County Sheriff's Department's handed out Child I.D. kits. The Virginia State Police provided information on the Help Eliminate Auto Theft program. The Isle of Wight Volunteer Rescue Squad had child health information available. The Smithfield Library and Paul D. Camp Community College provided informational handouts on educational topics. The Police Department's contributions included information on Neighborhood Watch, TRIAD, Crime Prevention and handing out Program Child Safe Gun Locks. Officer's gave out Junior Police Badges, drug free pencils, Practicing Bike Safety coloring books, and the Stop the Bullying brochures for the children. Participants also had fun taking photo opportunities with the Smithfield Police Motorcycle, Police Bicycle, and SWAT equipment. The Department's National Night Out event focused on developing vibrant neighborhood watches in support of the Commonwealth of Virginia's prestigious title of "Certified Crime Prevention Community" in which the Town is pursuing certification in early 2014. The event would not have been possible without the help and support of our elected Officials, Department Heads, Police Officers, Employees, assisting Agencies and Members of the Smithfield Community Crime Team. We are grateful to our National Night Out business sponsors, Smithfield 7 Eleven, Smithfield Farm Fresh, Smithfield Food Lion, Carrollton Food Lion, and Smithfield Farmers' Service for providing appetizers, food, and beverages. Smithfield Silver Star DJs provided upbeat entertainment and music. If you are interested in becoming involved with the Smithfield Neighborhood Watch program please contact Sgt. Christopher Meier or Kurt Beach NCPS II at (757) 357-3247

**TOP COP:** The National Association of Police Organizations launched the TOP COPS Awards in 1994, and have paid tribute to outstanding law enforcement officers across the country for actions above and beyond the call of duty. TOP COPS awardees are nominated by their fellow officers for outstanding service during the preceding calendar year. The Smithfield Police Department is pleased to announce this years TOP COP nominee is Officer Edmund Cook.

**MADD Awards:** Mothers Against Drunk Drivers (MADD) honors law enforcement officers from across Virginia for their outstanding work on DUI enforcement and related prevention initiatives, education and training. The awards highlight the lifesaving work of law enforcement officers including Sobriety Checkpoints, Saturation Patrols, specialized DUI enforcement training, and DUI arrests. The Smithfield Police Department is pleased to announce the following officers are going to represent the Department at the 2013 MADD Awards: Officer Joshua Powell and Officer David Adams. Congratulations to both on a job well done!

**Motor Wings:** Congratulations to Sgt. Thomas Jones, who earned his motorcycle wings after completing 80 hours of training at the Portsmouth Police Department Motorcycle Training Ranch. Although the certificate announces successful completion of two weeks of training, this accomplishment is actually based on dedication and perseverance over approximately one year of efforts, including in-house training with his fellow motorcycle officers.

**Help Eliminate Auto Theft (HEAT):** Officer James Eric Phillips has been selected to represent the Smithfield Police Department at the 2013 HEAT Program's Law Enforcement Officer's Awards, sponsored by the Virginia State Police. Officer Phillips is being recognized for his dedication and contributions in the prevention and investigation of auto theft. Congratulations Officer Phillips!

# National Night Out 2013



Officer Wright seen here with Rich White . Mr. White volunteered his time to help park cars at the 2013 Parade of Homes in Cypress Creek.



Chief Bowman congratulates Cole Chapman for the adoption of this adorable puppy. Roxy was adopted at the 2013 Olden Days Festival from the Isle of Wight County Animal Shelter. If you are interested in adopting please contact the Isle of Wight Animal Shelter at 757-365-6318.



# Upcoming Holiday Events



## Town of Smithfield Christmas Tree Lighting

December 6th, 2013  
6:00 p.m. @ the Smithfield Center

Sponsored by—The Woman's Club of Smithfield



## Night-Time Christmas Farmer's Market

Friday, December 13th, 2013 from 6:00 p.m. until 10:00 p.m.



## BREAKFAST WITH SANTA

SATURDAY, December 14th, 2013  
8:00a.m.—10:00 a.m.  
At the Smithfield Center

Have breakfast with Santa and the Elves!  
Enjoy a hot pancake breakfast provided by the Smithfield Kiwanis and Bring your camera to capture your child sharing their Christmas wish with Santa!!

Tickets are 5.00 and children under 2 are free  
Please purchase tickets in advance  
call 356-9939 for more information



## Smithfield's Annual Christmas Parade

Saturday, December 14, 2013 at 11:00 a.m.  
A wonderful old-fashioned parade that sums up the heart of Smithfield.

This year's theme is:

**Ham Town Holiday Harmony**



## Army Band Christmas Concert

December 14th, 2013 @ 7:00 p.m.  
Location: Smithfield Center  
Free and Open to the Public!

# Tourism Sponsored Events



**smithfield farmers market**  
hams, harvest, hospitality & heart

Offering fresh, locally grown produce, handmade goods and live music each week.

**2013 Market Schedule**  
Every Saturday morning  
March 23 through October 26.  
Open 9:00 a.m. until 12 noon  
in the heart of downtown Smithfield

**Specialty Markets**  
Open 9:00 a.m. until 1:00 p.m.

- June 29: Olden Days Market
- Oct. 12: Town & Country Day Market
- Nov. 23: Thanksgiving Craft & Food Market
- Dec. 7: Christmas Craft & Food Market
- Dec. 21: Christmas Craft & Food Market

**New This Year!**

 **EVENING Christmas Craft & Food Market**  
Friday, Dec. 13, 6:00 - 10:00 p.m.  
Market Manager: Cheryl Ketcham (757) 375-3031

 Darden's Country Store  
(757) 357-6791  
DardensCountryStore.com

 Wood N Knots  
(757) 332-0681  
WoodNKnots.com

 Jeff's Six-Cakes-A-Lot  
(757) 357-1794  
JeffSixCakes@aol.com

 **DREWRY FARMS**  
Magic in natural - seasonal berries  
Drewry Farms  
(757) 889-3636  
DrewryFarms.com

**SmithfieldFarmersMarket.org**  
Find us on Facebook!

## Smithfield Farmers Market's "Thanksgiving Specialty Craft & Food Market"

**Saturday, November 23, 9:00 a.m. until 1:00 p.m., Bank of Southside Virginia's parking lot, Main Street in downtown Smithfield**

Now in our 11th season, we are proud to be a Virginia Grown market offering locally grown produce, beef, pork, chicken, eggs, plants, herbs, baked goods, coffee, barbecue, ham sandwiches, handcrafted items and more! Live music each week! Visit our more than 30 vendors each week, and enjoy the friendly community event. Pets welcome! Open every Saturday through October 27th with seasonal Holiday and Specialty Craft and Food Markets throughout the year.

## Historic St. Luke's Christmas Open House

**Saturday, November 30 & Saturday, December 1 from 10:00 a.m. until 4:00 p.m., 14477 Benn's Church Boulevard**

Enjoy a day of Good Tidings and Cheer at St. Luke's Holiday Open House. The holiday spirit is alive with seasonal Tours of the church. Warm wassail and Christmas cake are served with Southern Hospitality. Admission is complimentary.

**For further information call (757) 357-3367.**

## Smithfield Farmers Market's "Christmas Specialty Craft & Food Market"

**Saturday, December 7, 9:00 a.m. until 1:00 p.m., Bank of Southside Virginia's parking lot, Main Street in downtown Smithfield**

Now in our 11th season, we are proud to be a Virginia Grown market offering locally grown produce, beef, pork, chicken, eggs, plants, herbs, baked goods, coffee, barbecue, ham sandwiches, handcrafted items and more! Live music each week! Visit our more than 30 vendors each week, and enjoy the friendly community event. Pets welcome! Open every Saturday through October 27th with seasonal Holiday and Specialty Craft and Food Markets throughout the year.

## "Victorian Shadowlight Theater's Magic of the Holidays" Program at the Isle of Wight County Museum

**Saturday, December 7 at 2:30 and 4:00 p.m., 103 Main Street in downtown Smithfield**

Experience one of the oldest forms of moving picture entertainment – a shadow puppet play about the magic of the holidays in the 1890s! This charming and nostalgic program will enchant all ages, and Victorian Shadowlight Theater recreates this old world experience with a storyteller, shadow puppeteers, lighting and sound effects. Perfect for all ages! \$10 per person. Registration and pre-payment required.

**For further information call (757) 356-1223.**

## Smithfield Farmers Market's Evening "Christmas Specialty Craft & Food Market"

**Friday, December 13, 6:00 until 10:00 p.m., Bank of Southside Virginia's parking lot, Main Street in downtown Smithfield**

This special night market will take place in the 100 block of Main Street! Now in our 11th season, we are proud to be a Virginia Grown market offering locally grown produce, beef, pork, chicken, eggs, plants, herbs, baked goods, coffee, barbecue, ham sandwiches, handcrafted items and more! Live music each week! Visit our more than 30 vendors each week, and enjoy the friendly community event. Pets welcome! Open every Saturday through October 27th with seasonal Holiday and Specialty Craft and Food Markets throughout the year.

## Concert Featuring "The Virginia Brass Quintet" at Historic St. Luke's Church

**Sunday, December 15 at 3:00 p.m., 14477 Benn's Church Boulevard, Smithfield**

"The Virginia Brass Quintet" will present a Christmas Concert that the entire family will enjoy. The program will consist of seasonal classics played by this newly organized quintet under the direction of Carl Stanley and a special

Admission: Adults \$10 Students \$5. Reception to follow in the gift shop.

**For further information call (757) 357-3367.**



# GENUINE

## Savor Our Small-Town Southern Charm

### Smithfield 2020's Branding Project

Show your GENUiNE pride!  
Pick up your FREE bumper sticker  
at the Visitor Center today.

Earlier this year, the 2020 project team identified a need to “brand” the Historic District – to capture the unique experience of walking down streets in the Ham Capital while surrounded by authentic historic sites and original art, where people smile, greet each other by name and welcome visitors with genuine hospitality.

*It's the experience of being in a genuine hometown.*

The branding project was guided by industry best practices and called on local residents - “from here, come here and return here” young professionals, parents and retired folks – and several Historic District merchants. The goal was to discover the unique experience of living in and visiting the Historic District.

*“Safe,” “friendly,” “quaint,” “charming,” “iconic,” “unique”...descriptions the project team heard often.*

An icon or visual does not make a brand. A product is a brand. The development of the creative piece of the branding effort presented is only one step in a challenging process. Smithfield 2020 will be working with Historic District stakeholders to continue to preserve, present and relish in the justifiable pride Smithfield has in presenting its residents an opportunity to Savor Our Small-Town Southern Charm.



## If you use Windsor Castle Park... Please take 10 minutes to take this important **USER SURVEY**.

Whether you visit the park once a year, once a month, or every day, please take a few minutes to tell us about your park usage. This extensive survey project is funded by a grant from the Obici Healthcare Foundation, and is being conducted by the Town's wellness initiative, Smithfield On The Move. The information will enable the Town to establish a baseline of user information and assist in measuring the impact the park has on the health of our community.

### **4 EASY WAYS TO TAKE THE SURVEY**...*your choice!*

**1. TEXT:** Text WCPark to SURVEY (787839) to receive a link to take the survey on your smartphone.

*Or...*

**2. SMARTPHONE:**



Scan this QR Code with your QR reader.

*If you don't have a QR Reader, we recommend NEOREADER:*

*On your mobile web browser, go to [www.get.neoreader.com](http://www.get.neoreader.com).*

*Or...*

**3. IPAD, NOTEBOOK OR COMPUTER:**

Go to this Website: [SmithfieldOnTheMove.com](http://SmithfieldOnTheMove.com).

*Or...*

**4. PICK UP A HARDCOPY:**

Stop by the **Visitor Center** (319 Main Street), the **Town Manager's office**, **Town Hall** or the **Smithfield Center** and fill out a hard copy of the survey. Just leave it at the location or return it by mail.

### **Questions?**

Visit [SmithfieldOnTheMove.com](http://SmithfieldOnTheMove.com)  
or call (757) 869-0664



Town of Smithfield  
 P.O. Box 246  
 Smithfield, VA 23431

BI-ANNUAL NEWSLETTER

**Important Dates to Remember**

(All town meetings are held at 220 North Church Street at the Smithfield Center)

1st Tuesday—Town Council Meeting—7:30 p.m.

2nd Tuesday—Planning Commission—7:30 p.m.

3rd Tuesday—Board of Zoning Appeals—6:30 p.m.

3rd Tuesday—Board of Historic & Architectural Review—7:30 p.m.

4th Monday & Tuesday of each Month—Town Council Committee Meetings beginning at 4:00 and are held at the Smithfield Center. Stay Tuned to Smithfield Channel 6 for any meeting changes and for important informational updates. **Also click on the town’s website: [www.smithfieldva.gov](http://www.smithfieldva.gov) to see more information.**

**Holidays— Town Office Closed**

**November 11th—Town Offices Closed in Observance of Veterans Day**

**November 28th and 29th—Town Offices closed in Observance of the Thanksgiving Holiday**

**December 24th @ noon and December 25th—Town Offices Closed in Observance of Christmas Holiday**

**Planning Commission**

Virginia F. Smith, Chair  
 Bill Davidson, Vice Chair  
 Charles F. Bryan  
 Randy Pack  
 Julia B. Hillegass  
 Larry Odom  
 Michael Swecker

**Board of Historic Review**

Roger L. Ealy, Chair  
 Nancy Fortier, Vice Chair  
 Cecil W. Gwaltney, Jr.  
 Ronny Prevatte  
 Julia B. Hillegass  
 Russell Parrish  
 Trey Gwaltney

**Board of Zoning Appeals**

Clem Batten, Vice Chair  
 Joseph Campbell  
 Faye M. Seeley  
 Catherine Bowden  
 Christopher Gwaltney