



October 23, 2009

TO: SMITHFIELD TOWN COUNCIL

**FROM: PETER M. STEPHENSON, AICP, ICMA-CM
TOWN MANAGER**

SUBJECT: OCTOBER 2009 COMMITTEE MEETINGS HELD AT SMITHFIELD CENTER

MONDAY, October 26th, 2009

3:00 p.m. Fire and Rescue Members: Williams (CH), Brown, Tynes

1. Operational Updates

Immediately following the conclusion of the above meeting:

Public Buildings and Welfare Members: Dashiell (CH), Brown, Williams

1. Pinewood Heights Redevelopment:
 - a. Closed Session for Discussion with Legal Counsel regarding Acquisition of Real Property for Public Purposes
 - b. 2009 CDBG Planning Grant for Phase Two
 - c. Misc. Updates
2. Smithfield Center:
 - a. Add Senior Health Fair and Fish Fry to annual events list as a complimentary event, (clarification on \$50 kitchen fee)
 - b. Maintenance Update
3. Windsor Castle:
 - a. Offer to Add Ball Fields to Public Park
 - b. Proposed Brick Walls for Park Entrances from Jericho Road
 - c. Draft Park Rules and Regulations
4. Pre-Public Hearing Discussion: Amendment to Sign Ordinance: A-Frame/Sandwich Board Signs

Immediately following the conclusion of the above meeting:

Finance

Members: Hare (CH), Dashiell, Graham

1. September Financial Statements
2. Cash Balances
3. Invoices Over \$10,000 Requiring Council Consideration:
 - a. Utility Service Co. \$25,995.09
 - b. Blair Brothers, Inc. \$61,375.58
 - #8149 = \$28,826.00
 - #8102 = \$11,070.58
 - #8096 = \$11,449.00
 - #8095 = \$10,030.00
 - c. R.E.W. Corporation \$19,754.00
 - d. Draper Aden Associates \$37,292.50
 - e. CB & I, Inc. \$46,180.93
4. Capital Improvements Program Review & Discussion (Forthcoming)

TUESDAY, October 27th, 2009

3:00 p.m.

Public Works

Members: Tynes (CH), Dashiell, Gregory

1. Recycling
 - a. AVES Contract Amendment regarding Recycling Proposal (Forthcoming)
2. VAC Truck Purchase Update
3. South Church Street Project Update

Immediately following the conclusion of the above meeting:

Water and Sewer

Members: Gregory (CH), Graham, Williams

1. Water Tank Maintenance Contract Update
2. Mechanical, Electrical, and Utility Contract Award Recommendation
3. Status of REW Corporation's Approved Scope of Work on Pump Station Control Panels

Immediately following the conclusion of the above meeting:

Police

Members: Brown (CH), Tynes, Gregory

1. Operational Updates
2. Olden Days Sanctioned BBQ Event Street Closure / Traffic Assistance Request
3. No Wake Zone on Cypress Creek Adjacent to Windsor Castle Public Park

NOTICE: 6:00 PM – Public Presentation: Downtown Revitalization Survey Results