



**SMITHFIELD TOWN COUNCIL AGENDA**  
**October 5, 2010 at 7:30 p.m.**  
Held at Smithfield Center, 220 N. Church Street

**A. INFORMATIONAL SECTION:**

1. Manager's Report
  - a. September Activity Report

**B. UPCOMING MEETINGS AND ACTIVITIES:**

- October 5 - 7:30 p.m. – Town Council Meeting
- October 6 - Town Administrative Offices Closed For Employee Training Day
- October 11 - Town Administrative Offices Closed in Observance of Columbus Day
- October 18** - 4:00 p.m. – Town Council Committee Meetings (Consecutive)  
Police Committee  
Water and Sewer Committee  
Finance Committee
- October 19** - 4:00 p.m. – Town Council Committee Meetings (Consecutive)  
Fire and Rescue Committee  
Public Works Committee  
Public Buildings and Welfare Committee
- October 19 - 7:30 p.m. – Board of Historic and Architectural Review

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

**C. Public Comments:**

The public is invited to speak to Council on any matters, except scheduled public hearing(s). There will be a separate sign up sheet for public hearings. For public comments please use the appropriate sign-up sheet. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

- A. Briefing by Mr. Al Casteen, Isle of Wight County Board of Supervisor, Smithfield District

**D. Council Comments**

**NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.** Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 356-9939 at least 24 hours prior to the meeting date so that proper arrangements may be made.

## **CONSENT AGENDA ITEMS**

- C1. **Resolution to Authorize Street Closure of 100 and 200 Block of Main Street for Town & Country Day's Classic Car Show, October 9<sup>th</sup>.**  
Police Committee Chair, Denise N. Tynes
- C2. **Resolution to Authorize Street Closure for Homecoming Parade, October 29th**  
Police Committee Chair, Denise N. Tynes
- C3. **Resolution to Formally Appoint Denise N. Tynes to the CHIP Steering Committee to Fill the Unexpired Term of Kaye H. Brown**  
Police Committee Member, Constance Chapman
- C4. **Motion to Authorize the Town Manager to Renew the Contract with R.E.W. Corporation for Mechanical, Electrical and Utility Services.**  
Water and Sewer Committee Chair, Andrew C. Gregory
- C5. **Invoices Over \$10,000 Requiring Council's Consideration:**  
Finance Committee Chair, John L. Graham
- |  |              |
|--|--------------|
| a. R.E.W. Corporation                          | \$ 14,652.00 |
| b. Goodman & Company                           | \$ 16,000.00 |
| c. HD Supply Waterworks (Sole Source Purchase) | \$ 47,961.84 |
| d. Draper Aden Associates                      | \$ 30,584.50 |
| e. Isle of Wight County – E911 True-up         | \$ 53,294.19 |
- C6. **Resolution to Accept Donation for Park Improvements**  
Finance Committee Chair, John L. Graham
- C7. **Motion to Accept the Proposal from Blair Brother, Inc. for Road Improvements to Access Road at End of Cedar Street**  
Public works Committee Chair, Constance Chapman
- C8. **Motion to Accept the BMP / Storm Water Management Agreement – Smithfield Manor**  
Public Works Committee Chair, Constance Chapman
- C9. **Motion to Authorize the Town Manager to Enter into an Agreement with William & Mary Entrepreneurship Center for Windsor Castle Park Study.**  
Public Buildings and Welfare Committee Chair, Dr. Milton Cook

## **ACTION SECTION**

1. **Public Hearing: Proposed Disposition of 117 North Church Street**
- Staff Presentation by William T. Hopkins, III, Director of Planning, Engineering, & Public Works
  - Public Hearing Open
  - Public Hearing Closed

d. Consideration: Public Buildings and Welfare Committee Chair, Dr. Milton Cook

2. **Downtown Trick or Treating for Halloween**  
Police Committee Chair, Denise Tynes
3. **Motion to Accept Personal Property Tax Relief Act Percentage**  
Finance Committee Chair, John L. Graham
4. **Motion to Authorize the Town Manager to Issue an Invitation to Bid for the Purchase of New Flooring at the Smithfield Center, and to Authorize Award to the Lowest Responsive and Responsible Bidder.**  
Public Buildings & Welfare Committee Chair, Dr. Milton Cook
5. **Motion to Approve the Town Council Minutes for the Meetings of September 7<sup>th</sup>, 2010.**  
Town Attorney, William H. Riddick
6. **Old Business:**
7. **Closed Session:**
8. **New Business**
  - a. **Resolution Supporting the Location of a Passenger Rail Stop within the Town of Windsor, Virginia**  
David M. Hare, Mayor
  - b. **Resolution for Appointment of Responsible Parties for Court Proceeding Pertaining to Windsor Castle (FORTHCOMING)**  
Town Attorney, William H. Riddick
9. **Adjournment**