



**SMITHFIELD TOWN COUNCIL AGENDA**  
**January 5<sup>th</sup>, 2010 at 7:30 p.m.**  
**Held at Smithfield Center, 220 N. Church Street**

**A. INFORMATIONAL SECTION:**

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

**B. UPCOMING MEETINGS AND ACTIVITIES:**

- |         |   |   |
|---------|---|---|
| Jan. 5  | - | 6:00 p.m. – Joint Work Session with Planning Commission to Review Capital Improvements Program  |
| Jan. 5  | - | 7:30 p.m. – Town Council Meeting  |
| Jan. 12 | - | 7:30 p.m. – Planning Commission Meeting   |
| Jan. 15 | - | <b>Town Offices Closed in Observance of Lee/Jackson Holiday</b>   |
| Jan. 18 | - | <b>Town Offices Closed in Observance of Martin Luther King, Jr. Day</b>   |
| Jan. 19 | - | 6:30 p.m. – Board of Zoning Appeals   |
| Jan. 19 | - | 7:30 p.m. – Board of Historic and Architectural Review Meeting  |
| Jan. 25 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Fire and Rescue Committee<br>Public Buildings & Welfare Committee<br>Finance Committee |
| Jan. 26 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Public Works Committee<br>Water and Sewer Committee<br>Police Committee                |

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.  
**Committee Meetings for the month of January will be held at the Smithfield Station Conference Room located at 415 South Church Street on the boardwalk.**

**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.

1. Certificate of Appreciation – Marci Parrish
2. 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. **Motion to Accept Christopher Newport University Archaeological Fieldwork Proposal at Windsor Castle Subject to Approval from Virginia Department of Historic Resources**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell, Jr.
- C2. **Resolution to Accept Windsor Castle Park In Kind Donations/Park Improvements for Calendar Year 2009.**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell, Jr.
- C3. **Invoices Over \$10,000 Requiring Council's Consideration:**  
Finance Committee Chair, Mayor David M. Hare
- |   |              |
|---|--------------|
| a. Clark Nexsen                               | \$ 10,128.07 |
| b. Blair Brothers, Inc.                       | \$ 98,109.00 |
| c. Blair Brothers, Inc.                       | \$ 10,631.89 |
| d. YMCA (Annual Contribution)                 | \$ 50,000.00 |
| e. Bank of America (Final Pymt – Smfd Center) | \$206,553.72 |
- C4. **Resolution for Acceptance of Streets into the Town's Public Street System**  
Public Works Committee Chair, Denise N. Tynes
- C5. **Motion to Accept Proposal from Verizon on the South Church Street Streetscape Phase V Project**  
Public Works Committee Chair, Denise N. Tynes
- C6. **Motion to Authorize Smithfield Foods to Install New Pedestrian Crosswalk on Berry Hill Road**  
Public Works Committee Chair, Denise N. Tynes
- C7. **Motion to Accept Proposal from HD Supply for Budgeted New Water Meters**  
Water and Sewer Committee Chair, Andrew C. Gregory
- C8. **Motion to Request Isle of Wight County to Accept Port Security Grant Award and to Commit Town Match of \$12,500**  
Police Committee Chair, Kaye H. Brown
- C9. **Motion to Authorize Town Treasurer to Open New Bank Account for Sewer Compliance Fee**  
Finance Committee Chair, Mayor David M. Hare

## **ACTION SECTION**

1. **Establishment of Windsor Castle Foundation- Council Member Appointments**  
Mayor David M. Hare
2. **Appointment / Reappointment of Planning Commission Members**  
Nominating Committee Chair, Andrew C. Gregory
3. **Appointment of Town Clerk to Fill the Unexpired Term of Sharon L. Thomas.**  
Town Manager, Peter M. Stephenson

4. **Motion to Provide Partial Payment to M. L. Coburn & Co., Inc. for Pinewood Heights Demolition Services**  
Finance Committee Chair, Mayor David M. Hare  
Town Manager Peter M. Stephenson
5. **Approval of Minutes for the Town Council Meetings of November 3<sup>rd</sup>, November 12<sup>th</sup>, and December 1<sup>st</sup>.**
6. **Closed Session** – (If Necessary)
7. **Old Business**
8. **New Business**
9. **Adjournment**