

December 23, 2009

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: DECEMBER 2009 COMMITTEE MEETINGS HELD AT SMITHFIELD CENTER

MONDAY, December 28th, 2009

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

1. Operational Updates
2. Status of New SVFD Fire Station Project
3. ISO Analysis of Town's Fire Suppression Services - Public Protection Summary Report

Immediately following the conclusion of the above meeting:

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

1. Closed Session – Acquisition / Disposition of Real Property
2. Windsor Castle Park
 - a. Living History Event Proposal for 2010
 - b. Archaeological Fieldwork Proposal
 - c. Establishment of a Foundation
 - d. Second Amendment to Deed of Easement with VDHR
 - e. Acceptance of In Kind Donations / Park Improvements for Calendar Year 2009
3. Pinewood Heights Update

Immediately following the conclusion of the above meeting:

Finance Members: Hare (CH), Dashiell, Graham

1. November Financial Statements
2. Cash Balances
3. Invoices Over \$10,000 Requiring Council Consideration:
 - a. Clark Nexsen \$ 10,128.07
 - b. Blair Brothers, Inc. \$ 98,109.00
 - c. Blair Brothers, Inc. \$ 10,631.89

