



March 20, 2009

TO: SMITHFIELD TOWN COUNCIL

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

SUBJECT: MARCH 2009 COMMITTEE MEETINGS HELD AT SMITHFIELD CENTER

MONDAY, MARCH 23rd, 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. Windsor Castle Property and Park Plans
2. Pinewood Heights: K.W. Poore & Associates, Inc. Request for extension of Contract to coincide with VDHCD contract – December 1, 2009.
3. 220 Main Street Lease Assignment

Immediately following the conclusion of the above meeting:

Finance Members: Hare (CH), Dashiell, Graham

1. February Financial Statements
2. Cash Balances
3. Invoices Over \$10,000 Requiring Council Consideration:
 - a. CB & I (2/6/09) \$141,302.05
 - b. CB & I (3/6/09) \$ 60,045.70
 - c. Blair Brothers, Inc. \$ 18,657.90
 - d. Tri-State Utilities Co. \$ 35,742.40
 - e. Draper Aden Associates \$ 24,722.32
 - f. Buchart Horn, Inc. \$ 10,598.13QUARTERLY CONTRIBUTIONS:
 - g. Isle of Wight Volunteer Rescue Squad \$ 18,750.00
 - h. Isle of Wight County (Library) \$ 9,000.00
 - i. Smithfield/IOW CVB (Tourism) \$ 46,738.75
4. Appropriation of Gwaltney Beautification Funds for Landscaping at Old School House Museum site
5. Budget Kickoff: Revenues

TUESDAY, MARCH 24th, 2009

3:00 p.m. Public Works

Members: Tynes (CH), Dashiell, Gregory

1. AVES Contract Requested Amendments
 - a. CPI-U Language
 - b. Quarterly Payments for new additional stops instead of annual payments
 - c. Holiday Schedule Change
2. Isle of Wight Staff Report on Refuse Disposal
3. SPSA Representative (Dean Arrington) to Discuss Recycling Issues
4. South Church Street Beautification Project Update
5. Street Maintenance Proposal Review
6. Sanitary Sewer Rehabilitation Contract with Tri-State Utilities Co.

PLEASE NOTE: WATER and SEWER Committee Meeting was canceled for the month of March due to lack of quorum

Immediately following the conclusion of the above meeting:

Police

Members: Brown (CH), Tynes, Gregory

1. Operational Updates
2. COPS Grants
3. Battery Park Road / South Church Street Intersection Traffic Light Cycle
4. Streetlight Survey at 500 Moonefield Drive
5. Street Closure Request for Olden Days (June 26th & 27th)
6. Street Closure and/or Traffic Assistance for YMCA – Youth Triathlon Race (April 25th)

ITEMS NOT ON COMMITTEE BUT WILL BE ON COUNCIL'S APRIL AGENDA

1. Recommendation to IOW Board of Supervisors for appointment to IDA Board