

Town of Windsor

Memorandum

April 14, 2015

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Action List

I am enclosing the Action List for the Month of March.

Action List
3/10/15 - 4/13/15

New Items

Ongoing Items

1. Route 460 sidewalks

- The MOU has been adopted by IOW. We are holding on the project as directed by Council.

2. Streetlight Requests

None

3. Town Patrols

- 3/11- Visited Windsor Woods, Windsor Manor, Hazelwood, North Court Street, Old Suffolk Road, East Griffin Street, Randolph, Virginia, Duke Street
- 3/20 - Visited Holland Meadows, Lover's Lane, Duke Street, Randolph, Virginia Avenue, East Griffin Street, North Court Street, Twin Circle
- 4/6 - Visited Hidden Acres, Bank Street, Duke Street, Church Street

4. Streetlight Outages

- Several streetlight outages have been reported to Dominion by Town staff.

5. VDOT

- VDOT was made aware of water not flowing to the drop inlet near 14 N. Court Street. They will be milling the pavement to ensure proper drainage as soon as weather permits.
- VDOT has agreed to provide a truck to haul away debris from the ditch beside the Farmer's Daughter Cafe. This work is scheduled to be completed on the 10th.

6. Church Street/Shiloh Drive Sidewalks

- Survey work on this project should begin soon. We will then move to preliminary engineering.

7. Drainage Committee

- No Update

8. Business Visits/Calls

- Visited Endless Summer Tanning 4/6
- Met with new Librarian at the Windsor Library 4/6
- Visited Farmer's Daughter Cafe 4/7
- Visited Windsor Used Tires 4/7

9. Post Office

- There will be an update on this item tonight in closed session.

10. Lover's Lane Bushes

- Still trying to reach homeowner.

11. Civic Organization Meetings

- Attended meeting at the Masonic lodge on March 21st

12. Retreat

- Postponed until Spring 2015

13. Replacement Sign

- The sign is scheduled to be installed on 4/10.

14. Saunder's Property Drainage

- This work should be completed any day now.

15. Community Calendar

- Items from the Woman's Club have been added to our calendar of events on our website. I have reached out to the new librarian for events as well.