

## Town of Windsor

### Memorandum

December 10, 2013

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

I am enclosing the action list since the last Council meeting.

This is for your information.

Action List  
11/13/13 – 12/9/13

New Items

1. Leaning Pole at Lovers Lane
  - Verizon has been contacted about removal of their lines from the leaning pole on Lovers Lane. Due to holidays, we have not heard back with a schedule for having this work completed.

Ongoing Items

1. Route 460 sidewalks
  - Isle of Wight is still working on a draft MOU for this project. I have contacted them again regarding this and I am still waiting for a draft MOU (12/2)
3. Streetlight Requests
  - No new requests.
4. Town Patrols
  - 11/19 – Visited Lovers Lane, Hazelwood, Keaton Ave, Holland Meadows, Shiloh Drive
  - 12/3 – Visited Windsor Woods
5. Streetlights
  - Streetlight at 20 Virginia Ave has been reported as staying on.
6. VDOT
  - VDOT is working on creating a project to address the drainage problems along Court Street. Once there is more information on this, I will bring it to Council.
7. Church Street/Shiloh Drive Sidewalks
  - On Hold
8. Sewer
  - I met with Isle of Wight County staff regarding sewer. I was informed of a capacity study that is being proposed in the FY14 CIP. We also discussed the upcoming water and sewer master plan that the County will be conducting. When the plan begins, we will be involved in the Windsor portion of the plan.
9. Drainage Committee
  - Due to the holidays, I have tentatively scheduled a drainage committee meeting for the first full week in January. I am working to confirm this time frame with all members.
10. Webcam
  - I am currently working with another provider to get additional quotes on this project.
11. Business Visits
  - None

## 12. Post Office

- Contact has been made with an agent regarding the sale of the Post Office. I am waiting on a return call with a proposal on how to proceed with the sale of the building. (10/28)
- The storage shed behind the Post Office has been removed (11/22)