

Town of Windsor

Memorandum

June 9, 2015

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

Attached is the action list since the last Council Meeting.

This is for your information.

Action List
5/13/15 – 6/9/15

New Items

1. Recycling
 - As directed, I contacted our recycling provider to determine if they could split bill for recycling. They indicated that they could.

Ongoing Items

1. Route 460 sidewalks (Sidewalks around Town Property)
 - I have met with VDOT and IOW staff on this matter. We are working on developing a cost estimate for the engineering work.
3. Streetlight Requests
 - None
4. Town Patrols
 - 5/28 – Visited Windsor Woods, Bank Street, North Court Street, Duke Street, Church Street
 - 6/1 – visited Windsor Woods, Windsor Manor, Hazelwood, North Court Street, Old Suffolk Road, East Griffin Street, Randolph, Virginia, Duke Street
5. Streetlight Outages
 - Several new streetlight outages have been reported.
6. VDOT
 - VDOT has been doing some work on drop inlets and other issues that were identified last month on my ride around Town with the Residency Administrator.
 - Currently working with VDOT to start the process of using the SYIP funds to place sidewalks along Route 460 and Shirley Drive.
 - VDOT will be repairing the drainage pan at the intersection of Duke Street and Church Street.
 - Sinkholes in front of the Veterinarian, Lovers Lane, 35 Church Street, and several others have been reported.
7. Church Street/Shiloh Drive Sidewalks
 - Survey work is completed. Preliminary design work is now underway.
8. Drainage Committee
 - No Update
9. Business Visits/Calls
 - 6/2 met with the owner of the new Anytime Fitness
10. Post Office
 - There will be an update on this item tonight in closed session.

11. Lover's Lane Bushes

- Bushes have been removed.

12. Civic Organization Meetings

- I have reached out to the Woman's Club of Windsor to attend one of their upcoming meetings.
- I spoke to the Smithfield Kiwanis Club on 5/28

13. Retreat

- Working on several dates for this event.