

**Minutes
Windsor Town Council Meeting
Town Hall
May 26, 2016**

The Windsor Town Council met in regular session on May 26, 2016 at 7:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor Carita J. Richardson was present, and she called the meeting to order. She welcomed those who were present. She asked for anyone with cell phones to please turn them off. She asked the Clerk to call the roll. Terry Whitehead, Town Clerk, recorded the minutes. Michael Stallings, Town Manager, Dennis Carney, Planning and Zoning Administrator, Christy Jernigan, Treasurer, and Wallace W. Brittle, Jr., Town Attorney, were present.

Council members present: J. Clinton Bryant
N. Macon Edwards, III
Patty Flemming
Tony Ambrose

Council member absent: Greg Willis
Durwood V. Scott

Mayor Richardson asked Councilman Edwards to lead the Pledge of Allegiance, and he did.

Public Hearing

Capital Improvement Plan (CIP)

Mayor Richardson said there are two public hearings tonight. She said the first public hearing is to receive the comments and requests of interested citizens and organizations concerning the formulation and preparation of a proposed Capital Improvement Plan (CIP) for the fiscal years 2016-2017 through 2020-2021 for the Town of Windsor, Virginia. She said the Town of Windsor's Capital Improvement Plan encompasses contemplated expenditures by the Town of Windsor in excess of \$1,000 for improvements to sidewalks, public buildings, public streets, public lands, public utilities, public services and public safety. She asked Mr. Stallings if he had any further comments on the CIP.

Mr. Stallings said there are no new changes since the CIP was last presented to Council. He reported that the CIP and budget were properly advertised.

Mayor Richardson opened the public hearing. She asked for any persons wishing to speak in favor of the CIP to come forward at this time. There were none. She asked for any persons wishing to speak in opposition of the CIP to come forward, and hearing none she closed the public hearing. She said it is now open for discussion among Council. Council did not have any discussion on the CIP.

Mayor Richardson said Council will vote on this item at the continued Council meeting scheduled for June 14, 2016.

Proposed Budget Fiscal Year 2016-2017

Mayor Richardson said the next public hearing is to consider the proposed budget for the Town of Windsor, Virginia for the fiscal year July 1, 2016 through June 30, 2017.

Mr. Stallings reported that there are no proposed tax increases. He said he is proposing a water rate increase from the current \$7.00 per 1,000 gallons to \$7.25 per 1,000 to help fund depreciation. He said the water rate increase was also properly advertised.

Mayor Richardson opened the public hearing. She asked for any persons wishing to speak in favor of the proposed budget to come forward at this time. There were none. She asked for any persons wishing to speak in opposition of the proposed budget to come forward, and hearing none she closed the public hearing. She said it is now open for discussion among Council.

Mayor Richardson said Council will vote on the budget at the continued meeting as well.

Old or Unfinished Business

Mayor Richardson reported that the VML Regional Supper will take place June 22, 2016 at the Hilton Garden Inn in Suffolk at 6:00 p.m. She said one of the main topics will be funding for transportation which include sidewalks. She said if anyone would like to attend, please contact Mr. Stallings for registration.

Mayor Richardson said the next concert at the gazebo will take place June 3, 2016 from 6:00 p.m. to 9:00 p.m. featuring the Rhondels. She said the Woman's Club will be sponsoring a 5K Run on Saturday, June 4, 2016 beginning at 10:00 a.m., and the proceeds will be donated to the Windsor Town Center.

Councilman Edwards asked for an update on the sign being made in honor of former Vice Mayor Wesley Garris and the repairs to the gazebo roof. Mr. Stallings said the sign and repair work to the gazebo will be completed before the Fourth of July celebration. Mayor Richardson asked Mr. Stallings to have the commemorative sign for Mr. Garris installed on Friday, July 1, 2016. Council continued to discuss honoring Dr. and Mrs. Apakupakul, Mr. and Mrs. Parsons and Mr. Garris at the Fourth of July celebration for their contributions to the community.

Mr. Stallings said he received nine proposals for the architectural and engineering services for the new municipal building. He recommended that Council review the proposals and select the top five for interviews. After discussion, it was agreed that Mayor Richardson, Councilwoman Flemming and Councilman Ambrose will review the proposals and select the top five for interviews.

New Business

Mr. Stallings reported that the Chamber of Commerce is sponsoring the Flavors of Isle of Wight event. He said it will take place June 16, 2016 from 6:00 p.m. to 8:00 p.m. at the Smithfield Center featuring 20 local restaurants and food businesses. He said he has tickets available if any Council members would like to attend.

None

Closed Session

None

Councilwoman Flemming made a motion to continue this meeting on June 14, 2016. Vice Mayor Bryant seconded, and Council passed the motion unanimously as recorded on the attached chart as motion #1.

Carita J. Richardson, Mayor

Terry Whitehead, Town Clerk

TOWN OF WINDSOR
 RECORD OF
 COUNCIL VOTES

Council Meeting Date May 26, 2016

Motion #	Edwards	Ambrose	Bryant	Willis	Scott	Flemming	C. Richardson
1	Y	Y	Y	Absent	Absent	Y	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							
43							
44							
45							

Jerry Whitehead, Clerk