

## Town of Windsor

### Memorandum

January 14, 2014

**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  
12/10/13 – 1/13/14

New Items

1. Paving Gaps

- I contacted VDOT about the gaps left between the pavement and the yards along the route of the new pavement. I sent a follow up email to VDOT on 1/9/14. I received a response indicating that this matter will be looked into and I should receive a response soon.

Ongoing Items

1. Route 460 sidewalks

- Having a lack of response from IOW, I have asked our Town Attorney to work on a MOU for this project so we can move forward. (12/12)

3. Streetlight Requests

- No new requests.

4. Town Patrols

- 12/12 – Visited Lovers Lane, Hazelwood, Keaton Ave, Holland Meadows, Shiloh Drive
- 12/21 – Visited East Griffin Street, Bank Street, Taylor Ave, Buckhorn Drive

5. Streetlights

- 20 Virginia ave streetlight has been repaired

6. VDOT

- No new updates

7. Church Street/Shiloh Drive Sidewalks

- On Hold

8. Sewer

- No Updates

9. Drainage Committee

- No Updates

10. Business Visits

- Met with owner of Windsor BP (1/8/14)

12. Post Office

- This item is for discussion in closed session.