

**PUBLIC WORKS  
AGENDA  
February 11th 2016  
4:00 P.M.**

- I. Agenda Changes
  
- II. Adoption of Minutes  
1 January 21<sup>st</sup> 2016
  
- III. Cemetery Grounds Keeping Contract
  
- IV. General Information  
1 Sidewalks
  
- V. Town Council Agenda
  
- VI. Next Meeting Date: March 17th, 2016
  
- VII. Adjournment

**PUBLIC WORKS  
MINUTES  
February 11th 2016**

Chris Vincent called the meeting to order at 4:00 p.m. Members present included Chris Vincent, Chairman; Jack Lawson and Bub Shreaves.

Also Present: Jim Hudson, Mayor; Paul Kelley, Town Council Member; John Edwards, Town Manager; Karen Barrow, Town Clerk; Holly McGowan, Director of Community Development; and Walt Feurer, Director of Public Works.

**I. Agenda Changes**

There were no changes to the agenda.

**II. Adoption of Minutes**

1 January 21st 2016

Jack Lawson made a motion to adopt the minutes, seconded by Bub Shreaves. Upon a unanimous vote, the motion was approved.

**III. Cemetery Grounds Keeping Contract**

Mr. Edwards advised that the bids closed yesterday and the Town received one bid from Booker Maintenance Service for \$750.00 per week. That is \$350 per week higher than the current contract.

Mr. Hudson suggested that the Town negotiate with the contractor and the Town can always re-advertise for bids.

The consensus of the Committee is to try and negotiate with the contractor starting at \$600 per week.

Mr. Vincent advised that he would be willing to call Booker Maintenance to negotiate the price.

**IV. General Information**

1 Sidewalks on Chelsea Road and East Magnolia Avenue

Mr. Edwards advised that the contractor is working on the Magnolia Avenue portion of the sidewalk but the remainder of the Chelsea Road portion has not received approval from VDOT. There are some concerns with the Wetlands on Chelsea Road and permit requirements to construct the sidewalk in the Wetlands.

Town Staff will keep the Committee informed with any developments on this project.

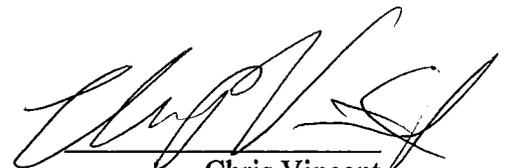
**V. Town Council Agenda**

Mr. Edwards advised that if the Town negotiates the price for the Cemetery Contract, then it will be put on the Town Council agenda.

**VI. Next Meeting Date: March 17th 2016**

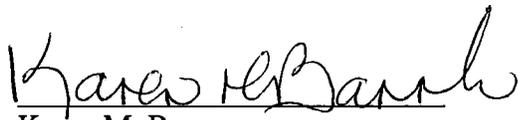
**VII. Adjournment**

There being no further business, Mr. Vincent adjourned the meeting at 4:25 p.m.



Chris Vincent  
Chairman

ATTEST:



Karen M. Barrow  
Town Clerk