

**LOWER VILLAGE SUB- COMMITTEE / PLANNING BOARD MEETING**  
**Wednesday, February 24, 2010**  
**Stow Town Building**

1.	8:00 AM	Call to Order
2.		Minutes
3.		Permanent Traffic Island Design <ul style="list-style-type: none"> <li>• Review sketch plan (Don and Bruce)</li> </ul>
4.		Draft note to business and property owners advising of streetscape, lighting and sign standards (Karen)
5.		Gateway Sign <ul style="list-style-type: none"> <li>• wording and style</li> </ul>
6.		Frequently Asked Questions about Roundabouts <ul style="list-style-type: none"> <li>• Draft Document</li> </ul>
7.		Garden Club Donation <ul style="list-style-type: none"> <li>• Barbara to research history of common for ideas on the use of the Garden Club donation</li> </ul>
8.		Streetscape Specifications <ul style="list-style-type: none"> <li>• Update to include note about fence location</li> </ul>
9.		Update on Water
10.		Permit/Happenings
11.		Looking Ahead: 04/02/10 Certification to Town Clerk on State Ethics Online Training due 04/14/10 Lower Village Committee Meeting 04/28/10 Lower Village Committee Meeting 05/15/10 SpringFest

**Work Plan**

- **Roundabouts**
  - Prepare FAQ Document on Roundabouts
  - Meeting with Planning Board
  - Meeting with Board of Selectmen
  - Prepare RFP for Roundabout design funds
- **Traffic Islands**
  - Design for permanent islands (Phase 1 complete, available funds remaining)
- **Review Streetscape/Sidewalk Specifications**
- **Fence**
  - Complete fence installation
- **Signs**
  - Sign standards for Lower Village
- **Interlot Connection / Curb Cut Alignment**
- **Improvements to Town property adjacent to Shoemaker property**
- **Assessment and process to reduce speed limit**
- **Final Report**
- **Submit final report to Planning Board**
- **Provide input on Permit Applications**